

**AGENDA - TOWN BOARD MEETING**

**February 13, 2020**

**7:00pm**

**PUBLIC HEARING: TOWN PURCHASE (SBL# 63-2-8) 45 BOWEN ROAD**

**REGULAR MEETING:**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ACCEPTANCE OF MINUTES**

**1. Regular Meeting, January 16, 2020**

**CORRESPONDENCE:**

**GERALD K. GEIST – Executive Director, The Association of Towns, State of NY. Letter dated January 14, 2020 to the Town Clerk regarding their Annual Meeting and Training School.**

**CONNIE SARDO – Planning Board Secretary, Town of Warwick. Letter dated January 15, 2020 to the Town Board regarding Planning Board applicant, Joann Mazzola requesting a refund of her escrow.**

**ELIZABETH KNIGHT MOSS – Sustainable Warwick. Email to Supervisor and Town Board dated January 22, 2020 regarding the Repair Café Program. For more information please contact Elizabeth Knight Moss @ 845-544-1056 or email [eknightmoss@gmail.com](mailto:eknightmoss@gmail.com) .**

**JORGE TORRES – President, Harvest Luncheonette Corp. Letter to the Town Clerk regarding Liquor License two-year period renewal for the Harvest Luncheonette Corp. effective April 1, 2020 – March 31, 2022.**

**DIANE CURCIO – Acting Township Clerk, Township of West Milford, New Jersey. Letter dated January 17, 2020 regarding Ordinance 2020-001 (Ordinance of the Township of West Milford, County of Passaic, State of New Jersey amending Chapter 500 “Zoning”, Article III “Residential Districts” to add Short Term Rentals as permitted use). Copy attached.**

**ANDREW HERWIG – Event Manager, Wrenegade Sports. Email dated January 27, 2020 regarding the change of a Venue for a Special Event Permit.**

**THOMAS GLEASON – Police Officer, Town of Warwick. Letter to the Chief of Police dated January 28, 2020 regarding his resignation.**

**ROBERT SCOTT – Co-Chairman, Town of Warwick Community Preservation Advisory Board. Letter dated February 5, 2020 to the Town Board recommending the purchase of the property known as the Kutz Camp, SBL 63-2-8.**

**MICHAEL GRANT – Manager, Regional & Community Affairs Orange & Rockland Utilities, Inc. Letter date February 4, 2020 to the Supervisor regarding an update on improvement projects in our community including vegetation management and gas main replacement.**

**JOHN CAPELLO – Partner, Jacobowitz & Gubits. Email dated February 6, 2020 to the Town Clerk regarding Pulpit Rock Project on hold.**

**DAVID GREEN & LOUSIE B. VANDEMARK – Commissioners of Elections, Orange County. Letter dated January 30, 2020 to the Supervisor requesting the Town of Warwick to be Early Voting Polling Sites for the Presidential Primary Election, The Primary Election, and the General Elections for 2020.**

**NEIL WINTER, JR. – Director, Regional & Community Affairs, Orange & Rockland Utilities. Letter dated January 31, 2020 to the Town Board regarding coordinating and scheduling of projects in the Town including road excavation, road construction, sidewalk replacement and paving.**

**MICHAEL GRANT – Manager-Regional & Community Affairs, Orange & Rockland Utilities, Inc. Email dated February 4, 2020 regarding Orange & Rockland Utilities Smart Meter Deployment Notification for March 2020.**

**MARY PAT SMITH – Assistant to Orange County Executive. Email dated January 22, 2020 to the Town Clerk regarding 2018 County of Orange Shared Services Plan.**

**ORANGE COUNTY MUNICIPAL PLANNING FEDERATION – Application for a \$1,000.00 Planning Scholarship for a High School Senior who has been accepted to a college and is enrolled in a program. For more information please contact Carrie Scali at [cscali@orangecountygov.com](mailto:cscali@orangecountygov.com) or 845-615-3866.**

#### **BOARD’S DISCUSSION ON CORRESPONDENCE**

#### **VISITING ELECTED OFFICIALS**

#### **REPORTS OF BOARDS AND COMMISSIONS**

#### **COMMITTEE REPORTS**

#### **DEPARTMENT OF PUBLIC WORKS REPORT**

<b>Catch Basins</b>	<b>Sand Hill Ln.</b>	<b>Clean Basin &amp; pipe</b>	<b>Town</b>
<b>Drainage</b>			
<b>Tree Work</b>	<b>Belcher Rd.</b>	<b>Clear roadsides</b>	<b>Town</b>

	<b>East Ridge Rd.</b>	<b>Clear Roads</b>	<b>Town</b>
	<b>Cascade Rd.</b>	<b>Clear Roads</b>	<b>Town</b>
<b>Pot Holes</b>	<b>Town Wide</b>	<b>Fill with Cold Patch</b>	<b>Town</b>
	<b>Village Wide</b>	<b>Fill with Cold Patch</b>	<b>Village of GWL</b>
<b>Sanding</b>	<b>Town</b>	<b>1/18 &amp; 1/26 plow &amp; sand all roads</b>	<b>Town</b>
	<b>Village</b>	<b>1/18 &amp; 1/26 plow &amp; sand all roads</b>	<b>Village of GWL</b>
<b>Vehicle Maint.</b>	<b>Town</b>	<b>As needed</b>	<b>Town</b>
	<b>Village</b>	<b>As needed</b>	<b>Village of GWL</b>
<b>Emerg. Repair</b>	<b>Town</b>	<b>As needed</b>	<b>Town</b>
	<b>Village</b>	<b>As needed</b>	<b>Village of GWL</b>
<b>Haul Material</b>	<b>Village</b>	<b>Haul sand/salt mix</b>	<b>Village of GWL</b>
<b>Water Dept.</b>	<b>Village</b>	<b>Repair water main Jersey Ave.</b>	<b>Village of GWL</b>
	<b>Town</b>	<b>Repair water valve State School Rd.</b>	<b>Town</b>

## **PARKS DEPARTMENT**

<b>All Town Parks Open</b>	<b>Bathrooms Closed</b>	<b>Town</b>
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## **ENVIRONMENTAL CONSULTANTS REPORT JANUARY 2020**

### **Wickham Water District**

Wells #11	1,799,000 gal
Average daily use	58,000 gal
Sodium Hypochlorite used	120 qt
Orthophosphate used	48 qt
Caustic Soda	50 gal

### **Bellvale Park Water District**

Total monthly production	92,700 gal
Average daily use	3,000 gal
Sodium Hypochlorite used	8 qt

### **Eurich Heights Water District**

Total monthly production	198,400 gal
Average daily use	6,400 gal
Sodium Hypochlorite used	24 qt
Orthophosphate used	12 qt

### **Pine Island Water District**

Total monthly production	359,600 gal
Average daily use	11,600 gal
Sodium Hypochlorite used	52 qt

**Westside #1 Water District**

Total monthly production	1,392,400 gal
Average daily use	44,900 gal
Sodium Hypochlorite used	140 qt
Orthophosphate used	48 qt
Caustic Soda	30 gal

**The Fairgrounds**

Total monthly production	440,400 gal
Average daily use	14,200 gal
Sodium Hypochlorite used	30 qt

**The Warwick Tech Park**

Total monthly production	175,700 gal
Average daily use	4,300 gal
Sodium Hypochlorite used	40 qt

**Sewer District #1 Wastewater Treatment Facility**

Warwick Tech Park	10,000 gal	1%
Wickham Village District	2,690,258 gal	61%
Kings Estates District	1,648,258 gal	38%
<b><u>Total District Flow</u></b>	<b>4,348,980 gal</b>	<b>100%</b>
<b><u>Average Daily Flow</u></b>	<b>140,290 gal</b>	

All facility maintenance has been done for the month. (Oil grease, filters)

The belt press ran for 43 hrs. and 2 gal of polymer was used.

**Sewer District #2 Wastewater Treatment Facility – The Fairgrounds**

<b><u>Total District Flow</u></b>	125,894 gal
<b><u>Average Daily Flow</u></b>	4,061 gal

**COUNCILMAN DE ANGELO REPORT**

**COUNCILMAN KOWAL REPORT**

**COUNCILMAN GERSTNER REPORT**

**COUNCILMAN SHUBACK REPORT**

**ATTORNEY'S REPORT**

**TOWN CLERK'S REPORT**

**1. FEES COLLECTED – JANUARY 2020**

<b>Interest in Town Clerk's Checking Account</b>	<b>\$.84</b>
<b>Wickham Woodland Manor Fee</b>	<b>\$450.00</b>
<b>Copy of Map</b>	<b>\$185.00</b>
<b>Film &amp; Video</b>	<b>\$250.00</b>
<b>Marriage Certified</b>	<b>\$160.00</b>
<b>Code Book Updates</b>	<b>\$35.00</b>
<b>Returned Check Fee</b>	<b>\$20.00</b>
<b>Carter Permits</b>	<b>\$900.00</b>
<b>Photocopies</b>	<b>\$18.00</b>
<b>Photographs</b>	<b>\$62.25</b>
<b>Use of Room – Senior Center Kitchen</b>	<b>\$50.00</b>
<b>Dog Impoundments</b>	<b>\$50.00</b>
<b>Town Park Pavilion</b>	<b>\$75.00</b>
<b>Marriage License Fee</b>	<b>\$140.00</b>
<b>Conservation</b>	<b>\$14.92</b>
<b>Dog Licenses</b>	<b>\$1,795.00</b>
<b>Use of Senior Room</b>	<b>\$160.00</b>
<b>Use of Lg Room</b>	<b>\$160.00</b>
<b>Registrar Town of Warwick</b>	<b>\$400.00</b>
<b>Wickham Woodland Manor Deposit</b>	<b>\$900.00</b>
<b>Town Park Deposits</b>	<b>\$150.00</b>
<b>Athletic Field Deposits</b>	<b>\$200.00</b>
<b>Total Local Shares Remitted</b>	<b>\$6,358.01</b>

**2. FEES PAID – JANUARY 2020**

<b>NYS Dept. of Health</b>	<b>\$180.00</b>
<b>NYS Ag &amp; Markets for Spay/neuter program</b>	<b>\$221.00</b>
<b>NYS Environmental Conservation</b>	<b>\$308.08</b>
<b>Village of Greenwood Lake for Registrar Fees</b>	<b>\$70.00</b>
<b>Village of Warwick for Registrar</b>	<b>\$1,620.00</b>

<b>Total Non-Local Revenues</b>	<b>\$2,799.08</b>
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**3. \*Bid Proposal for an 18-inch pavement street concrete saw for the DPW:**

- |  |   |
|--|---|
| <p><b>1. Montague Tool &amp; Supply Co.</b><br/> <b>42 Broad Street</b><br/> <b>Branchville, New Jersey 07826</b><br/> <b>973-948-6400</b><br/> <u><b>Bid Proposal: \$2,399.00</b></u></p> | <p><b>2. Southern-Tool.com</b><br/> <b>4401 NW 37th Avenue,</b><br/> <b>Miami, FL 33142.</b><br/> <b>800-458-3687</b><br/> <u><b>Bid Proposal: \$2,638.11</b></u></p> |
| <p><b>3. Singlecylinderstore.com</b><br/> <b>10767 San Pablo Ave</b><br/> <b>El Cerrito, CA 94530-2621</b><br/> <b>510- 558-1112</b><br/> <u><b>Bid Proposal: \$2,457.00</b></u></p>       |   |

**4. \*Bid Proposal for a Hot Water Pressure Washer for the DPW:**

- |   |   |
|---|---|
| <p><b>1. A-1Hydro</b><br/> <b>530 South 4<sup>th</sup> Ave.</b><br/> <b>Mount Vernon, NY 10550</b><br/> <b>914-668-7220</b><br/> <u><b>Bid Proposal: \$6,956.00</b></u></p> | <p><b>2. Hotsy-Clean</b><br/> <b>139 Bay Street</b><br/> <b>Bridgeport, CT 06607</b><br/> <b>203-870-8844</b><br/> <u><b>Bid Proposal: \$6,929.00</b></u></p> |
| <p><b>3. Progressive Pressure Systems</b><br/> <b>1248 E Newport Road</b><br/> <b>Lititz, PA 17543</b><br/> <u><b>Bid Proposal: \$7,565.00</b></u></p>                      |   |

**SUPERVISORS REPORT**

- 1. CPF for January 2020**
- 2. Orange Rockland 2019 projects**
- 3. Valentines for Vets**
- 4. Upcoming Presidents Day Town Hall Closure**
- 5. Journal entries**
- 6. Supervisors Corner – Published each week in the Warwick Dispatch, with excerpts printed in the Warwick Advertiser.**

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

**NEW BUSINESS:**

1. ACCEPT PHILADELPHIA INDEMNITY INSURANCE COMPANY SOLAR FACILITY DECOMMISSIONING BOND – NEXAMP SOLAR, LLC
2. SPECIAL EVENT – FARM TO FORK FITNESS
3. ACCEPT VIEW WIRELESS INFRASTRUCTURE FUND, LP D/B/A/EASTERN WIRELESS II LLC CELL TOWER DECOMMISSIONING BOND- RAYMOND & HENNE RUSZKIEWICZ
4. ACCEPT BID PROPOSAL FOR TOWN OF WARWICK EMERGENCY SERVICES
5. ACCEPT BID PROPOSAL FOR PLUMBING SERVICES AT ORIGINAL MANOR HOUSE
6. ACCEPT RESIGNATION – THOMAS GLEASON
7. AUTHORIZE ESCROW REFUND – JOANN MAZZOLA
8. AUTHORIZE SUPERVISOR TO SIGN AGREEMENT – ORANGE COUNTY
9. APPOINT DEPARTMENT OF PUBLIC WORKS COMMISSIONER
10. ACCEPT BID FOR GENERAL CONSTRUCTION OF ORIGINAL MANOR HOUSE
11. ACCEPT BID PROPOSAL FOR SECURITY CAMERA SYSTEM – WARWICK TRANSIT BUILDING
12. APPOINT PART-TIME DPW SEASON LABORER – RICHARD PASIUT III
13. ACCEPT BID PROPOSAL FOR 18 INCH PAVEMENT STREET CONCRETE SAW - DPW
14. ACCEPT BID PROPOSAL FOR A HOT WATER PRESSURE WASHER- DPW
15. RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WARWICK AUTHORIZING THE DESIGNATION OF SURPLUS EQUIPMENT
16. AUTHORIZE PURCHASE OF LIFTGATE FOR 2017 RAM 3500 PICKUP - DPW
17. SCHEDULE PUBLIC HEARING – CDBG PROJECT
18. AMEND RESOLUTION #R2020-62 AUTHORIZE SUPERVISOR TO SIGN TEN (10) YEAR PILOT AGREEMENT – WILDER BALTER PROPERTIES
19. REFUND PLANNING BOARD ESCROW – GEORGE BRUNJES
20. REQUEST TO SERVE ALCOHOLIC BEVERAGES WICKHAM WOODLAND MANOR – MELISSA BROWN
21. RESOLUTION TO ESTABLISH LEAD AGENCY FOR ACQUISITION OF SBL#63-2-8, 45 BOWEN ROAD

**BILLS:**

**PRIVILEGE OF THE FLOOR (GENERAL)**

**RECONVENE:**

**ADJOURN:**

# TOWN OF WARWICK



132 KINGS HIGHWAY  
WARWICK, NEW YORK 10990

BUILDING & PLANNING DEPT (845) 986-1127  
FAX NO. (845) 987-9644  
BUILDING DEPT EXT. 258/260  
PLANNING DEPT EXT. 261  
ENGINEER EXT. 259

February 11, 2020

Town of Warwick  
Town Board  
132 Kings Highway  
Warwick, New York 10990

RECEIVED

FEB 11 2020

Town of Warwick  
Town Clerk

Re: Planning Board Applicant, George Brunjes Site Plan Escrow Refund Request #TAO-660

Dear Town Board Members:

Enclosed is a letter from a Planning Board Applicant, George Brunjes Site Plan, property located at 18 Buttermilk Falls Road - requesting a refund on the remaining balance of their escrow in the amount of \$3,447.30. The Applicant has stated that they have completed their project of site plan approval and Final Maps were signed off by the Planning Board Chairman on June 20, 2016. As of today's date, there are no outstanding invoices from the Town Professionals. The balance of the escrow can be returned back to the applicant.

Town Planner: BY: J. Bollenbach  
Ted Fink/Greenplan

Planning Board Engineer: Laura Barca  
Laura Barca/HDR

Planning Board Attorney: J. Bollenbach  
John Bollenbach, Esq.

Please release and mail the balance of the escrow back to Mr. George Brunjes, Trustee, 16 Buttermilk Falls Road, Warwick, NY 10990

Sincerely,

Connie Sardo  
Planning Board Secretary

cc: Ana Kanz, Comptroller  
Michael Sweeton, Supervisor  
Eileen Astorino, Town Clerk  
George Brunjes, Trustee, Applicant

Encl.





X

**Warwick Town Clerk**

**From:** Grant, Michael M. (O & R) <grantmi@oru.com>  
**Sent:** Tuesday, February 04, 2020 3:53 PM  
**To:** Michael Sweeton  
**Cc:** Warwick Town Clerk; McGovern, Thomas (Town of Warwick)  
**Subject:** Warwick - Orange & Rockland Utilities Smart Meter Deployment Notification for March 2020

**Attachments:** SmartMeter 90 Day Postcard-OR-English.pdf; 04-OR SM FAQ Sheet.pdf; OR Smart Meter Contractor Information.docx; AMI Installations - Town of Warwick Municipal Notification for March 2020.docx



RECEIVED

FEB 04 2020

Town of Warwick  
Town Clerk

# Smart Meters Are Coming!

**Re: Orange & Rockland Utilities - Smart Meter Deployment Notification March 2020**

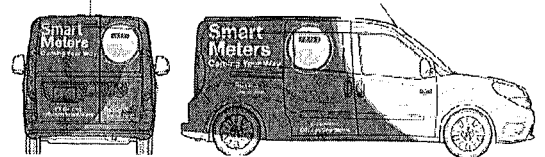
Supervisor Sweeton,

This email is to inform you that customers in or near the Town of Warwick and residing on the streets listed below, will have their new Smart Meters installed during the months of March 2020. This notification is part of the NYSPSC approved customer outreach and education plan for Orange & Rockland.

Customers receive several notifications prior to installation including: a postcard 90 days prior; a detailed letter 45 days prior; and a reminder telephone call 10 days prior to installation. For your convenience, I have attached the following documents should you receive any inquiries.

- O&R Smart Meter Contractor Identification Information
- Smart Meter FAQ Sheet
- Post Card sent to each customer.

O&R has engaged **Aclara** to perform the Smart Meter installations. All contractor employees carry a contractor badge and wear a bright yellow vest and helmet that reads Aclara. Additionally, the contractor's vehicles are wrapped in orange with O&R's logo, Aclara's logo and the slogan "**Smart Meters Coming Your Way**".



As the Smart Meter deployment progresses, additional notifications for other routes in your community will be provided on a monthly basis.

**Smart Meter Installation Routes for: March 2020**

- AKITA RD
- ANGOLIA RD
- ANN CT
- ANTHONY CT
- ARIANNE CT
- ARISTOTLE LN
- BLUEBERRY-HILL RD
- BROOK CT
- BROOK TRL
- BURGESS RD

CASCADE PARK  
CASCADE TRL  
CLANCY RD  
CONNORS WAY  
COX DR  
CRANBERRY TRL  
DEBRA TER  
DEER TRL  
DIANE CT  
DUTCH-HOLLOW RD  
ERICA LN  
ESTATE HWY  
EVANGELINE DR  
FELTER ST  
FERNCLIFF RD  
FOREST DR  
FOREST LN  
FRANK ST  
FURNACE TRL  
FURNACE-BROOK RD  
FURNACE-BROOK TRL  
GEORGES LN  
GREENWOOD AVE  
GROVE ST  
HALLOCK LN  
HAZEN ST  
HEMLOCK-HILL DR  
HUNT DR  
INDIAN-TRAIL  
JARMAN RD  
JERSEY AVE  
JULIE LN  
LAKE RD  
LAKE ST  
LAKE TRL  
LAKES RD  
LAKESHORE DR  
LAKESIDE RD  
LEAF LN  
LEO CT  
LISA WAY  
LITTLE LN  
LOCK LN  
LODGE DR  
MARY-CANE RD  
MELISSA LN  
MINSIS LN  
MOUNTAIN AVE  
MOUNTAIN TRL  
MOUNTAIN-LAKES LN  
MOUNT-PETER RD  
MURRAY RD  
N DEER TRL  
N INDIAN TRL  
NEW-MONROE RD  
OLD DUTCH HOLLOW  
OLD-TUXEDO RD  
PETERS TER

ROCKY TRL  
ROUTE-17A  
ROUTE-210  
S BROOK TRL  
S DEER TRL  
S INDIAN TRL  
SCHRADIN-HILL RD  
SCOTTIES WAY  
SENECA-HILL RD  
SERENITY RD  
SLATE-HILL RD  
SLATE-HILL TER  
SLAVIN-HILL  
STONY TRL  
TIEDEMANN CT  
TRAZINO DR  
WEST-SHORE RD  
WILDERNESS DR  
WILSON ST  
WINDERMERE AVE  
WOODLAND TER  
WOODY TRL  
WRIGHT ST

If you if any questions or would like to learn more about the meter deployment process, please contact me at (845) 783-5480 or by e-mail [grantmi@oru.com](mailto:grantmi@oru.com) .

Thank you,

Michael

*Michael M. Grant*

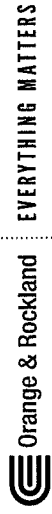
Manager - Regional & Community Affairs

Orange & Rockland Utilities, Inc.  
500 Route 208  
Monroe, NY 10950

Phone: 845-783-5480

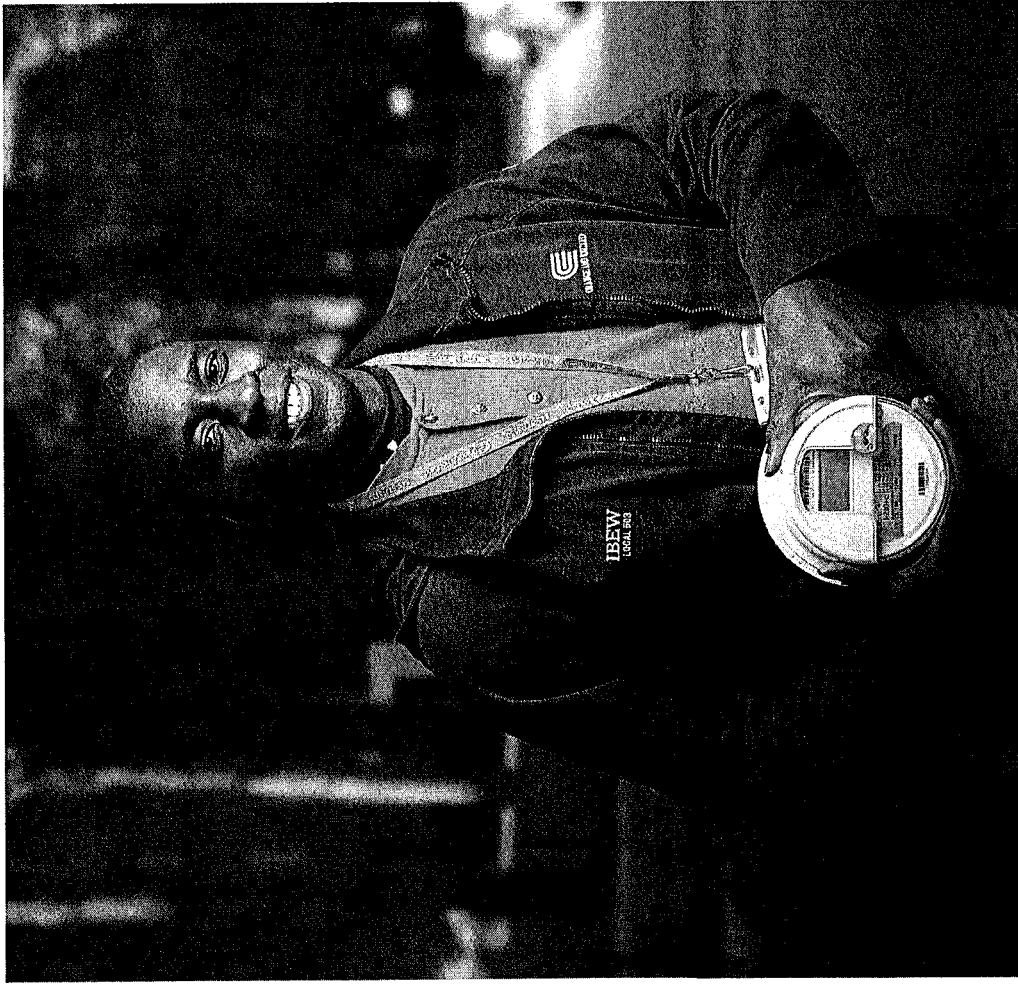
Fax: 718-923-7170

E-mail: [grantmi@oru.com](mailto:grantmi@oru.com)



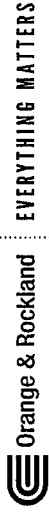
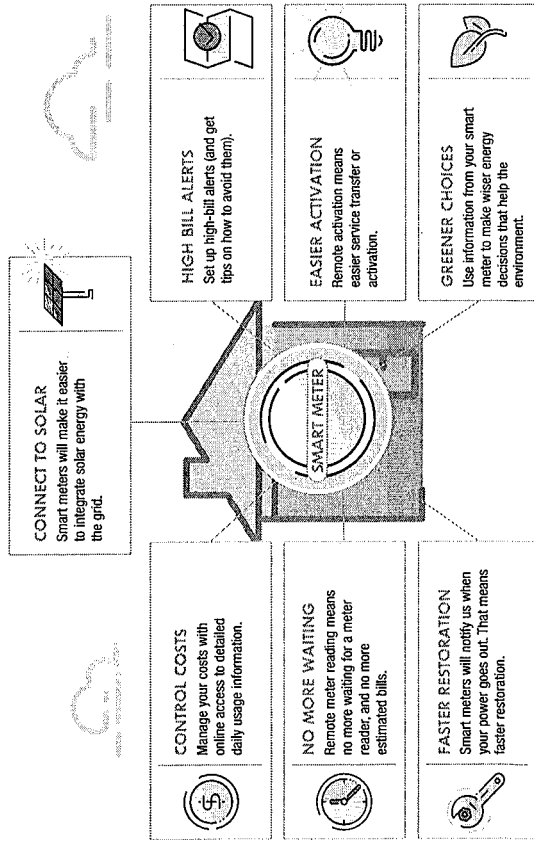
# Smart Meters Are Coming.

Your neighborhood will get new,  
state-of-the-art meters in a few months.



## How will a smart meter help me?

Your smart meter will let you keep track of how you are using energy and help you manage your bill.



Orange & Rockland  
Address  
Town, NY, 00000

Jane Doe  
123 Main Street  
Town, NY 00000-0000

## Easy Installation

- Installation is quick, with only a brief disruption to your power.
  - You don't need to be home for the installation unless you need to be home for your meter reading. If you need to be there, we'll let you know soon how to make an appointment.
  - You'll find a note on your door when we're done.
- [oru.com/smartmeters](http://oru.com/smartmeters), 1-877-434-4100

# Smart Meters Are Coming!

Here's what you should know.

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## What's a smart meter?

It's a digital meter that communicates between your residence or business and Orange & Rockland through a secure wireless communication network.

## What's the difference between my current meter and a smart meter?

They both do the same job: They collect information about how much energy you use. While we can only collect your usage information from your current meter once a month, a smart meter sends readings every day, using the same type of extremely low-frequency radio signals that allow you to use your smartphone, listen to the radio, or watch TV. Smart meters will also let us know right away when problems arise, so we can get to work on restoring power even faster.

## How will a smart meter help me?

Your smart meter will let you keep track of how you are using energy and help you manage your bill.

Once your smart meter is installed, you'll have online access to detailed information about your daily energy use. You can use that information to make choices that can help you save energy and money.

- See your energy usage in 15-minute increments.
- Get high-bill alerts (and tips on how to avoid them).
- Get information about energy-saving products and services.

Smart meters will allow us to read your meter remotely. That means no more waiting for a meter reader, and no more estimated bills. We will also be able to activate service remotely.

If you use solar energy, a smart meter will help us integrate these renewable resources more efficiently.

## When will I get my new meter?

Installation will begin in Rockland County during the summer of 2017. O&R plans to install smart meters throughout its entire service territory by 2020. O&R will notify you with a postcard and a letter before installation starts in your area. If you need to be home for us to access your meter, we'll let you know how to set up an appointment. Installation takes only about 15 minutes.

## Will my power be interrupted while you install my new meter?

Yes, there will be a brief pause in your electric service (a couple of minutes at most). For many commercial customers, we may be able to avoid a service interruption. We will leave you a reminder to reset your clocks and other appliances, and we apologize for this inconvenience.

## Will I need to do anything to start my meter?

Nope, we'll handle everything for you. But we'll be providing you with instructions on how to access and make the best use of information from your smart meter.

## How are you protecting my privacy?

We take cyber security seriously, so all information is transmitted through an encrypted network. No personal information is captured or transmitted by the smart meter, and all your energy usage information is kept confidential by O&R and our vendors.

## Do I still need to call O&R to report an outage?

Yes. Smart meters will alert us about most outages in your neighborhood. But we suggest you continue to tell us about any problems you are having so that we can address them as quickly as possible.

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## What if I don't want a smart meter?

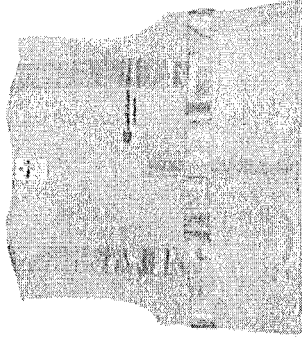
For information about how to opt out, please call us at 1-877-434-4100.

## How can I get more information?

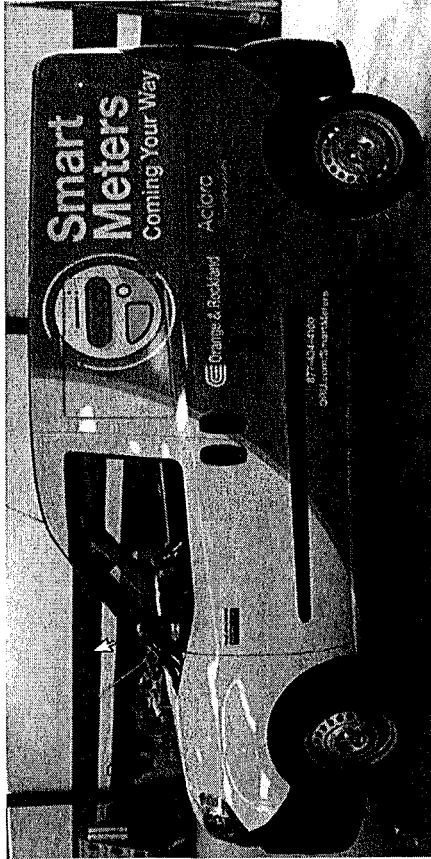
Visit [oru.com/smartmeters](http://oru.com/smartmeters) or call us at 1-877-434-4100.



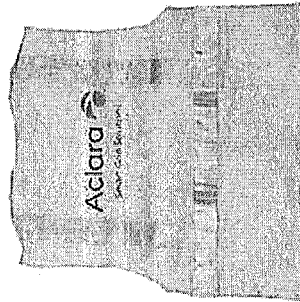
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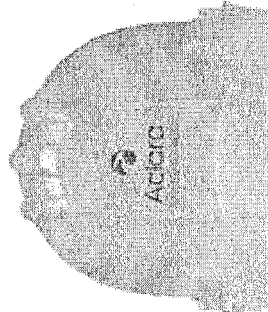
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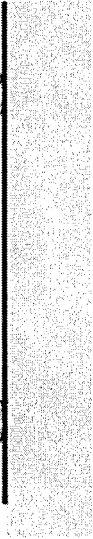
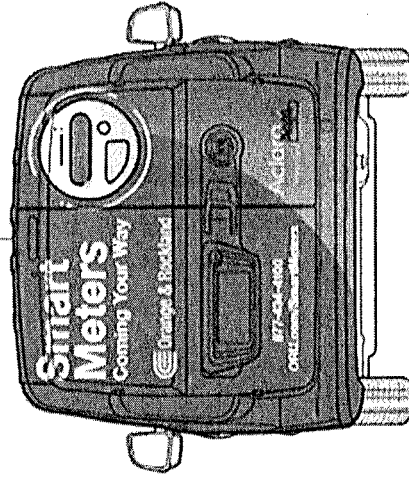
Back



Front



# Orange & Rockland CONTRACTOR





# Orange County Board of Elections

75 Webster Avenue, PO Box 30

Goshen, NY 10924

Office (845) 360-6500

Fax (845) 291-2437

Toll Free 888-879-7655

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

[elections@orangecountygov.com](mailto:elections@orangecountygov.com)

RECEIVED

FEB 04 2020

Town of Warwick  
Town Clerk

Louise B. Vandemark  
Commissioner

David C. Green  
Commissioner

January 30, 2020

Michael Sweeton, Supervisor  
Town of Warwick  
132 Kings Highway  
Warwick, NY 10990

Dear Supervisor Sweeton,

Last year the Warwick Town Hall was designated as an early voting poll site for the General Election. In 2020 the Board of Elections will be conducting three elections that would include early voting. The elections and days/times of early voting are as follows.


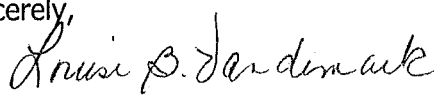
<b>Presidential Primary Election</b>	April 18 – April 26, 2020
<b>Primary Election</b>	June 13 – June 21, 2020
<b>General Election</b>	October 24 – November 1, 2020

### Hours of Early Voting

Day 1: Noon to 5 PM	Day 2: 10 AM – 4 PM	Day 3: Noon – 8 PM
Day 4: 7 AM – 3 PM	Day 5: Noon – 8 PM	Day 6: 7 AM – 3 PM
Day 7: Noon – 8 PM	Day 8: 10 AM – 3 PM	Day 9: 10 AM – 4 PM

The Board of Elections would like to hold early voting for all three elections this year at the Warwick Town Hall. As we are required by election law to designate our early voting sites, we ask you to confirm the availability of your building for early voting for all three elections by Monday, February 10, 2020.

Sincerely,

David C. Green      Louise B. Vandemark  
Commissioners of Elections

Cc: Eileen M. Astorino, Town Clerk



Orange and Rockland Utilities, Inc.  
One Blue Hill Plaza  
Pearl River NY 10965  
www.oru.com

January 31, 2020

RECEIVED

FEB 04 2020

Town of Warwick  
Town Clerk

Dear Municipal Official:

At Orange & Rockland, we strive to work efficiently and safely to carry out utility-related projects with the least amount of inconvenience to the communities we serve. Coordinating projects with our municipal partners, along public roads and rights-of-way, is an integral part of that effort.

Each year at this time, we ask that you share your paving and road improvement schedules with us so we can coordinate our underground infrastructure projects with yours. When these schedules align, we're better able to minimize disruption to our communities. In addition, by working together, we can more effectively prevent damage to underground facilities, especially utility gas mains.

In order to achieve this objective, please share your project schedules with us, including:

- Road excavations that involve installing, upgrading or repairing drainage, water and sewer lines
- Road construction improvement work other than paving (i.e., that affects road elevations, or current traffic pattern)
- Sidewalk and curb replacement projects
- Paving

The schedules can be sent either by email or fax to:

Michael Grant at [GrantMi@oru.com](mailto:GrantMi@oru.com)  
Fax: 718-923-7073

Excavators, contractors, design engineers, and municipal officials can place a location/mark-out request by calling Dig Safely New York toll free at 811 or 1-800-962-7962. Go to <https://www.digsafelynewyork.com/> for additional information.

As you begin your municipal projects, we remind you to call 811 at least two full working days, before digging on public or private property, to avoid damaging underground gas or electric infrastructure.

Thank you in advance for your cooperation. Please contact Michael Grant if you should have any questions. He can be reached at the email address above or by phone at (845) 783-5480.

Sincerely,

Neil L. Winter, Jr.  
Director – Regional & Community Affairs

X

# 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 [msweeton@townofwarwick.org](mailto:msweeton@townofwarwick.org)  
TOWN CLERK [clerk@townofwarwick.org](mailto:clerk@townofwarwick.org)

February 4, 2020

Mr. David C. Green  
Ms. Louise B. Vandemark  
Commissioners of Elections  
O. C. Board of Elections  
P. O. Box 30, 75 Webster Avenue  
Goshen, New York 10924

RECEIVED  
FEB 10 2020  
Town of Warwick  
Town Clerk

Dear Commissioners,

The Town of Warwick is both honored and happy to provide our Town Hall for early voting in all three elections for 2020.

Sincerely,

Michael P. Sweeton  
Town Supervisor

MPS/rb

cc: Eileen Astorino, Town Clerk



# Orange County Board of Elections

75 Webster Avenue, PO Box 30  
Goshen, NY 10924  
Office (845) 360-6500  
Fax (845) 291-2437  
Toll Free 888-879-7655

[orangecountygov.com/elections](http://orangecountygov.com/elections)  
[elections@orangecountygov.com](mailto:elections@orangecountygov.com)

Louise B. Vandemark  
Commissioner

April 23 TB Need to  
move to SR

June 17 PB Move to  
SR Kickout  
Sub-Warwick

Oct 26 ZBA Move to  
SR Kickout MCC

David C. Green  
Commissioner

January 30, 2020

Michael Sweeton, Supervisor  
Town of Warwick  
132 Kings Highway  
Warwick, NY 10990

Dear Supervisor Sweeton,

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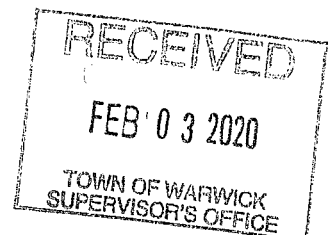
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Sincerely,

David C. Green    Louise B. Vandemark  
Commissioners of Elections

Cc: Eileen M. Astorino. Town Clerk





Orange & Rockland  
a conEdison, inc. company

Orange and Rockland Utilities, Inc.  
500 Route 208  
Monroe NY 10950-9986  
www.oru.com

CC  
T/clock  
X

February 4, 2020

Supervisor Michael Sweeton  
Town of Warwick  
132 Kings Highway  
Warwick, NY 10990

RECEIVED  
FEB 10 2020  
Town of Warwick  
Town Clerk

Dear Supervisor Sweeton:

In 2019, Orange and Rockland completed vegetation management and gas main replacement improvement projects in your community. I'd like to take a moment today to update you on the investment we made and the completed work.

As you know, Orange and Rockland's primary mission is to provide for the safe, secure and reliable delivery of electric and gas service to all of our customers. To accomplish that mission, each year we invest a great deal of time, energy and customer funds to perform the work necessary to achieve this goal. Our Engineering staff closely monitors the performance of our systems on a daily basis, examines the impact of future load growth on those systems and prepares for the integration of new renewable energy sources (solar and wind) into our transmission and distribution systems. We analyze the data in an effort to make prudent decisions on infrastructure investments that will provide the biggest benefit for our customers at the most affordable cost.

During 2019, O&R completed a vegetation management project and a gas main replacement project that totaled nearly \$178,000 of investment in Warwick to meet our goal of providing safe, secure and reliable service to our customers.

These projects were successfully completed through the cooperation of Warwick's highway and police departments. Working in a collaborative manner with you, our partners, we have been able to strengthen our gas and electric systems, make them more resilient to storms, provide capacity for economic development and deliver a high level of service to your residents. All of this work benefits the entire community.

For 2020, our gas and electric engineering departments have been hard at work planning our projects. As we have done in the past, we will make the appropriate municipal notifications for projects that impact your community. If you have municipal projects scheduled, please let us know early on so that we can collaborate and plan our work in a coordinated manner.

We look forward to a cooperative, productive and successful year!

RECEIVED  
FEB 10 2020  
TOWN OF WARWICK  
SUPERVISOR'S OFFICE

Sincerely,

Michael Grant  
Manager – Regional & Community Affairs

X

## Warwick Town Clerk

---

**From:** Elizabeth George <egeorge@Wilderbalter.com>  
**Sent:** Thursday, January 23, 2020 11:25 AM  
**To:** Warwick Town Clerk  
**Subject:** Country Village Associates  
**Attachments:** doc09088920200123121235.pdf

Hi Ellen,

I received the attached PILOT agreement in the mail yesterday. We are excited to have it executed but I do have one question. I noticed on your authorization for the supervisor to sign you referenced Wilder Balter Properties and not Country Village Associates LP. Just wanted to check if this is ok as Wilder Balter Properties is not one of our entities and Wilder Balter Partners, Inc which is our entity is not directly related to this PILOT agreement.

Thanks,



**Elizabeth George**  
Director of Accounting  
Griffon Associates, Inc.  
[egeorge@wilderbalter.com](mailto:egeorge@wilderbalter.com)

O 914.610.3645  
480 Bedford Road, Bldg 300  
Chappaqua, NY 10514  
[www.wbhomes.com](http://www.wbhomes.com)

*Amend  
Resolution # 2020-62*





X



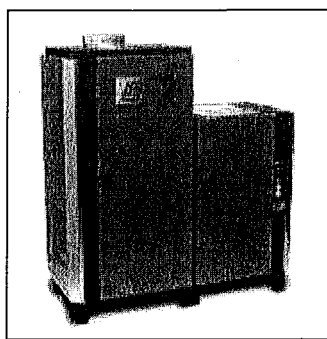
139 Bay Street – Bridgeport, CT 06607  
 844-MYHOTSY | 203-870-8844

**Proposal & Acceptance**

Date	07-17-19
Proposal #	071619DQO
Proposal by	Dan O'Rourke

**Customer Information**

Company	Town Of Warwick DPW
Contact Name	Barney
Address	65 Public Works Drive
City, State, Zip	Warwick, NY 10990
Phone:	845-986-3469
Email:	



**Equipment & Parts Description**

Model	Part #	Description	Price
1473N	1.109-713.0	5.0 GPM @3000 PSI, 230V/1PH/42AMPS/ NG Gas Heated	\$6,790.00
Option	8.717-728.0	8" Draft Diverter (Exhaust Stack)	\$139.00
Included		48" Spray lance wand with gun control	Included
Included		50' 3/8" R-2 (6,000 PSI) Pressure Hose	Included
		Hotsy (7) Year Warranty on unit / 5 Year on Coil	Included
		Dealer delivery, start up and training (One Trip)	Included
		Shipping from factory > FOB Camas WA	Included
		Installation of unit: Exhaust stacking, Electrical, Plumbing	Not Included

Customer Name	
Customer Signature	
Date of Acceptance	

Sub Total	\$6,929.00
Sales Tax (Exempt)	
Total	\$6,929.00

**"Nothing Cleans Like A HOTSY!"**



**Progressive Pressure Systems**

1248 E Newport Road, Lititz, PA 17543

Voice: 717-626-5511

Fax: 717-626-5098

Parent company is Your Choice Holdings Inc.

**QUOTATION**

Quote Number: 292710

Quote Date: Jan 30, 2020

Page: 1

Quoted To:
Town Of Warwick Warwick, NY 10990

Ship To:

Customer ID	Good Thru	Payment Terms	Sales Rep
TOWOWFA	2/29/20	50%W/Order Balance at Pickup	

Quantity	Item	Description	Unit Price	Amount
1.00	HEG-3005-OE2G	MI-T-M NG 3000 @ 4.8 HOT	7,095.00	7,095.00
1.00	HX-0106	HOUR METER	75.00	75.00
1.00	HX-0111	AUTO START STOP	395.00	395.00
Tax will be added if No Exemption signed.				
This price is FOB PPS				

Subtotal	7,565.00
Sales Tax	
Freight	
<b>TOTAL</b>	<b>7,565.00</b>

# HEG SERIES

## HOT WATER PRESSURE WASHERS

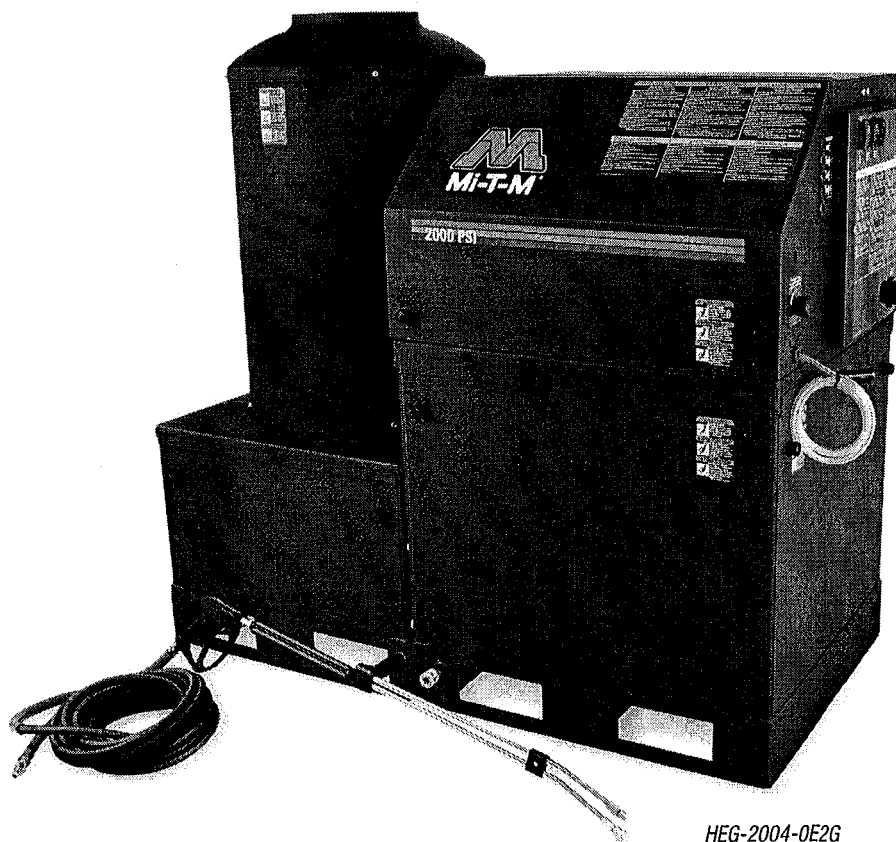


**PROGRESSIVE  
PRESSURE SYSTEMS**

*Designed and specified by industry professionals, the HEG Series offers you the most efficient wash bay set-up on the market.*

### Natural Gas - LP - Belt Drive

- Belt drive triplex ceramic plunger General pump
- Adjustable high pressure detergent injection
- Electronic ignition with standing pilot light automatically lights the burner
- 10-inch draft diverter included (21-inch height)
- 1/2-inch schedule 80-coil heat exchanger
- Removable panels for easy access to all internal components
- Adjustable thermostat
- Adjustable high pressure detergent injection
- On/Off pump/motor switch
- On/Off burner switch



HEG-2004-0E2G

**NATURAL GAS INSTALLATION RECOMMENDATION:**  
Mi-T-M's natural gas pressure washer must have a clearance of 2-feet on all sides of the unit and 4-feet above the unit.

**Gas Supply Line:**

- Natural Gas**  
7- to 8-inch water column input
- LP Gas**  
12- to 14-inch water column input

**Recommended Pipe Sizes for Gas Supply Line:**

Natural Gas	
Distance to Unit from Regulator	Pipe Size
0- to 50-feet	1 1/2-inch 1PS
50- to 100-feet	2-inch 1PS
100- to 200-feet	2 1/2-inch 1PS
LP Gas	
Distance to Unit from Regulator	Pipe Size
0- to 50-feet	1-inch 1PS
50- to 100-feet	1 1/2-inch 1PS
100- to 200-feet	1 3/4-inch 1PS

**Additional Features:**

**Pump**

- Thermal relief valve
- Factory preset trapping unloader

**Motor**

- Open drip-proof electric motor with thermal overload protection

**Frame**

- Powder coated steel frame with removable side panels

**Components**

- Natural gas or LP gas-fired (vapor only) natural draft with aspirating-type burner, 10-inch stack
- 24-volt control system

**Units Include:**

- Professional-grade insulated trigger gun with safety lock-off
- Adjustable pressure-insulated dual lance with fixed and detergent nozzle
- Quick connect nozzles (0°, 15°, 25°, and 40°)
- 50-foot x 3/8-inch steel wire-braided pressure hose with quick connects, swivel and bend restrictors

**Miscellaneous**

- Temperature rise 150°F/66°C above ambient, achieves 250°F/121°C outlet temperature with steam option

**A-1-HYDRO**  
 INNOVATIVE PRODUCTS FOR A DIRTY WORLD

530 South 4th Ave  
 Mount Vernon, NY 10550  
 914-668-7220  
 info@a1hydroinc.com  
 www.a1hydroinc.com

# ESTIMATE

Date	Estimate #
01/27/2020	126242

Name/Address
<b>VALUED CUSTOMER</b> 530 S 4TH AVE MOUNT VERNON, NJ

Ship To
<b>VALUED CUSTOMER</b> 530 S 4TH AVE MOUNT VERNON, NJ 07436

P.O. Number	Terms
	COD

Parts/Services	Qty	Unit Cost	Total
ENG5-3000-10HP-230V-1PH-NG	1.00	\$6,956.00	\$6,956.00
WARRANTY OF THIS EQUIPMENT IS : 1 YEAR FOR THE ENTIRE MACHINE EXCEPT ABUSE AND WEAR ITEMS, 5 YEARS ON THE COIL, 7 YEARS ON THE LUBRICATED END OF THE PUMP.  THIS EQUIPMENT WILL WORK BEST WITH DETERGENTS DESIGNED EXPRESSLY FOR USE IN A HOT WATER HIGH PRESSURE WASHER. ASK YOUR SALES REP FOR DETAILS.  DELIVERY SERVICE BY A-1-HYDRO TRUCK			
		Sales Tax(0.00%)	\$0.00
		<b>TOTAL</b>	<b>\$6,956.00</b>

Equipment ID			
Name	Type	Modal #	Serial #

**Accept Estimate**

**Decline Estimate**

# LANDA®

Since 1969

Industrial Pressure Washers  
...Built Right to Do the Job Right

## ENG

Compact, Natural Gas or LP-Heated  
Hot Water Pressure Washer

- Up to 9.5 GPM;  
Up to 3200 PSI
- Rugged Belt-Driven Landa Pump with 7-year Warranty
- Remote Options
- Electronic Ignition
- Natural Gas and LP Models

■ Industrial-grade, belt-driven **High-Pressure Landa Pump** has a triplex, forged brass head with a 7-year limited warranty and U-seals for greater pump protection.

■ Many **Safety Features**, including a rupture disk to prevent the build-up of excessive pressures or heat.

■ High-efficiency **Burner** has **Electronic Ignition** standard on all models, eliminating the hassle of having to constantly light the pilot flame.

■ Innovative swing-out cast iron **Burner Ring** makes serviceability easier.

■ Rust-free, polyethylene **Float Tank** with stainless steel inlet filter and low-turbulence diaphragm float valve allows for high pressure application of detergent.

■ During installation, **Fielder's Choice** allows inlet and outlet connections to be located on either end or rear of the machine.

■ Extra-durable **Heating Coil** made of leak-free, cold-rolled, Schedule 80 steel pipe with 5-year warranty.

■ **Removable Panels** with EZ Loc fasteners allow easy access to components for repair or replacement.

■ Cast-iron, bushed-bore **Pulleys** mean long life and easy maintenance on the high-pressure pump.

■ Rugged **Steel Frame** painted with a polyester powder-coat finish for all-weather protection.

■ Overload protected **Lighted Control Switches** are conveniently located for ease of operation.

■ Helpful **Trilingual Labels** with operating instructions in English, Spanish, and French for owner and operator protection.

■ Three quick-couple **Nozzles** are made of hardened stainless steel and mounted for ready access.

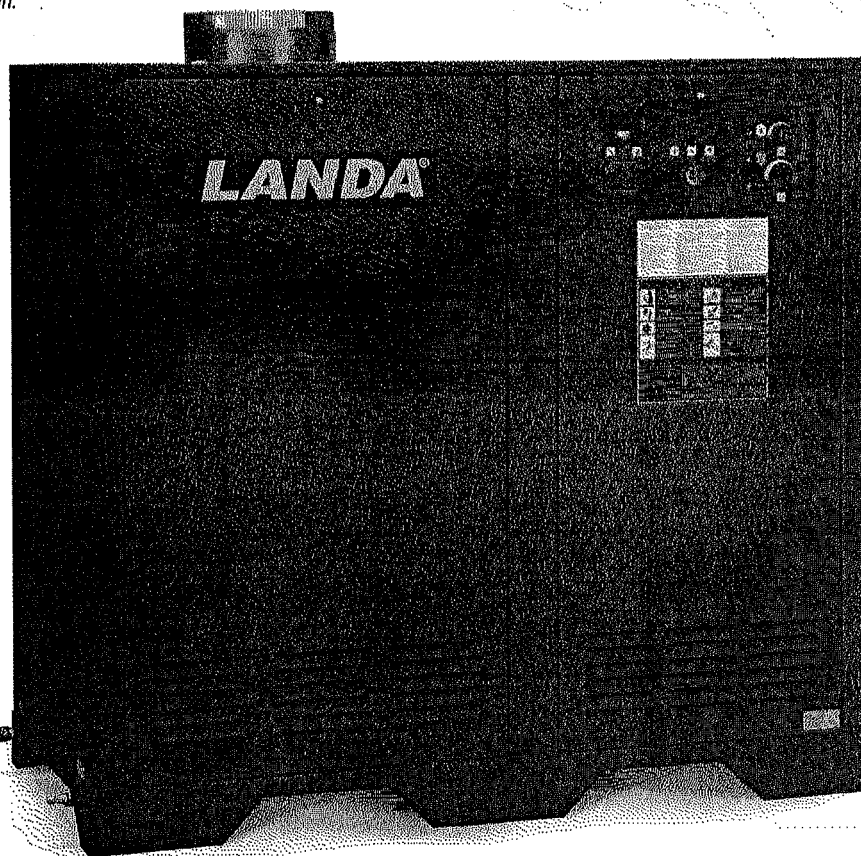
■ **Tru-Tite** belt tensioning system uses an idler arm to keep the belt in-line, tensioned, and it extends the life of the belt.

■ Brass, anti-syphon **Detergent Metering Valve** locks out air and dispenses precise amount of cleaning agent.

■ Landa's patented **Cool-Bypass\*** system keeps pump water temperature low while in bypass.

■ Industrial-duty **Electric Motor** with multiple voltage options and thermal overload protection.

■ Optional **LanCom Wireless Remote** controls the pump, burner and detergent up to 300 feet away line of sight.



ENG10-30024B



\*Patent No. 8,496,188 B2

■ Top-of-the-line **Tuff-Skin Hose**, with 24-inch hose guard for burst protection and swivel swedge fitting for twist-free operation; offers seven times the abrasion resistance as other high-pressure hoses.

■ Insulated, fatigue-free **Trigger Gun** with stainless steel **Insulated Wand** make for effective point-and-shoot cleaning action.

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

# LANDA® ENG

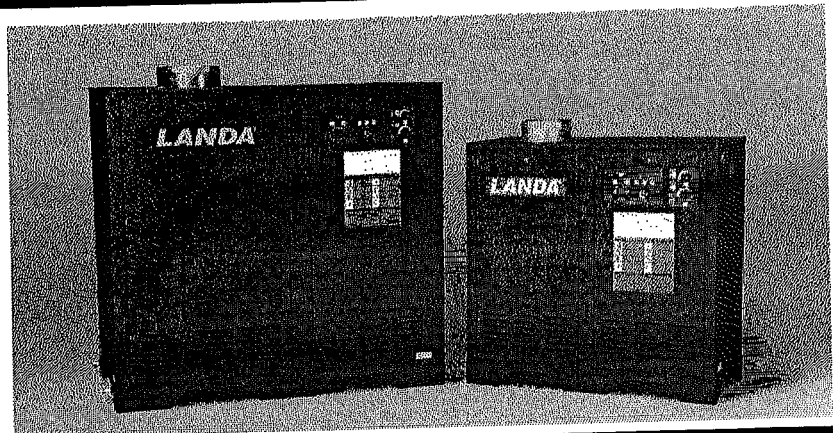
www.landa.com

The ENG, with its fuel-efficient burner and vertical hot water coil, is the most compact natural gas hot water pressure washer on the market today.

**COMPACT:** The ENG is only 49-inches long, 24-inches wide, and stands 48-inches high – an amazingly small footprint for all of the features and quality it possesses. For cleaning applications that require more water flow, larger ENG units are available.

**INNOVATION:** Landa's patented Cool-Bypass\* system keeps water temperature low while in bypass, extending the life of the pump. Landa's new Tru-Tite belt tensioning system uses a spring-loaded idler arm to keep the belt aligned and tensioned, and it creates less wear and tear on the belt. The new Fielder's Choice system allows the user to move the inlet/outlet connections from one side to the other, making installation easier than ever before.

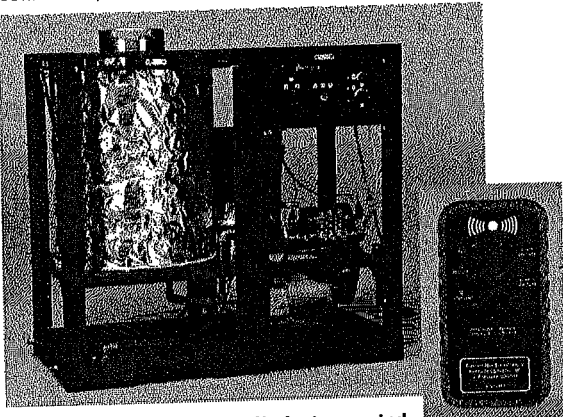
**QUALITY:** The ENG boasts many of the industrial-grade components and safety features that have set apart Landa pressure washers as the most dependable and safe in the industry. For instance, the ENG burner comes with standard electronic ignition on all models. The heat is retained in Landa's carefully crafted heating coils made of leak-free, cold-rolled, 1/2-inch Schedule 80 steel pipe.



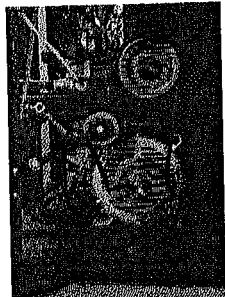
## ENG Specifications

MODEL NO.	NG PART NO.	LP PART NO.	GPM	PSI	VOLTAGE	AMPS	PHASE	HP	PUMP RPM	NG BTU**	LxWxH	SHP WT.
ENG4-20024A	1.109-800.0	1.109-837.0	3.5	2000	230V	25	1 ph	5	1350	310,000	49"x24"x48"	815 lbs
ENG4-22024A	1.109-801.0	1.109-838.0	4.0	2200	230V	29	1 ph	6.2	1250	364,000	49"x24"x48"	843 lbs
ENG4-22024B	1.109-802.0	1.109-839.0	4.0	2200	230V	16	3 ph	6.2	1250	364,000	49"x24"x48"	843 lbs
ENG4-22024C	1.109-803.0	1.109-840.0	4.0	2200	460V	7	3 ph	6.2	1250	364,000	49"x24"x48"	843 lbs
ENG4-22024F	1.109-804.0	1.109-841.0	4.0	2200	575V	6.5	3 ph	6.2	1250	364,000	49"x24"x48"	843 lbs
ENG4-22024G	1.109-805.0	1.109-842.0	4.0	2200	208V	30	1 ph	6.2	1250	364,000	49"x24"x48"	843 lbs
ENG4-22024H	1.109-806.0	1.109-843.0	4.0	2200	208V	18	3 ph	6.2	1250	364,000	49"x24"x48"	843 lbs
ENG4-30024A	1.109-807.0	1.109-844.0	3.9	3000	230V	36	1 ph	8.2	1225	354,000	49"x24"x48"	856 lbs
ENG4-30024B	1.109-808.0	1.109-845.0	3.9	3000	230V	25	3 ph	8.2	1225	354,000	49"x24"x48"	856 lbs
ENG4-30024C	1.109-809.0	1.109-846.0	3.9	3000	460V	11	3 ph	8.2	1225	354,000	49"x24"x48"	856 lbs
ENG4-30024F	1.109-810.0	1.109-847.0	3.9	3000	575V	14	3 ph	8.2	1225	354,000	49"x24"x48"	856 lbs
ENG4-30024G	1.109-811.0	1.109-848.0	3.9	3000	208V	38	1 ph	8.2	1225	354,000	49"x24"x48"	856 lbs
ENG4-30024H	1.109-812.0	1.109-849.0	3.9	3000	208V	27	3 ph	8.2	1225	354,000	49"x24"x48"	856 lbs
ENG5-23024A	1.109-813.0	1.109-850.0	5.0	2300	230V	36	1 ph	8.2	1200	439,000	49"x24"x48"	856 lbs
ENG5-23024B	1.109-814.0	1.109-851.0	5.0	2300	230V	25	3 ph	8.2	1200	439,000	49"x24"x48"	856 lbs
ENG5-23024C	1.109-815.0	1.109-852.0	5.0	2300	460V	11	3 ph	8.2	1200	439,000	49"x24"x48"	856 lbs
ENG5-23024F	1.109-816.0	1.109-853.0	5.0	2300	575V	14	3 ph	8.2	1200	439,000	49"x24"x48"	856 lbs
ENG5-23024G	1.109-817.0	1.109-854.0	5.0	2300	208V	38	1 ph	8.2	1200	439,000	49"x24"x48"	856 lbs
ENG5-23024H	1.109-818.0	1.109-855.0	5.0	2300	208V	27	3 ph	8.2	1200	439,000	49"x24"x48"	856 lbs
ENG5-30024A	1.109-819.0	1.109-856.0	4.8	3000	230V	42	1 ph	10	1160	415,000	49"x24"x48"	885 lbs
ENG5-30024B	1.109-820.0	1.109-857.0	4.8	3000	230V	26	3 ph	10	1160	415,000	49"x24"x48"	885 lbs
ENG5-30024C	1.109-821.0	1.109-858.0	4.8	3000	460V	15	3 ph	10	1160	415,000	49"x24"x48"	885 lbs
ENG5-30024F	1.109-822.0	1.109-859.0	4.8	3000	575V	14	3 ph	10	1160	415,000	49"x24"x48"	885 lbs
ENG5-30024G	1.109-823.0	1.109-860.0	4.8	3000	208V	49	1 ph	10	1160	415,000	49"x24"x48"	885 lbs
ENG5-30024H	1.109-824.0	1.109-861.0	4.8	3000	208V	32	3 ph	10	1160	415,000	49"x24"x48"	885 lbs
ENG6-32024B	1.109-825.0	1.109-862.0	6.3	3200	230V	39	3 ph	15	1525	507,000	64"x35"x61"	1825 lbs
ENG6-32024C	1.109-826.0	1.109-863.0	6.3	3200	460V	19	3 ph	15	1525	507,000	64"x35"x61"	1825 lbs
ENG6-32024F	1.109-827.0	1.109-864.0	6.3	3200	575V	18	3 ph	15	1525	507,000	64"x35"x61"	1825 lbs
ENG6-32024H	1.109-828.0	1.109-865.0	6.3	3200	208V	39	3 ph	15	1525	507,000	64"x35"x61"	1825 lbs
ENGB-32024B	1.109-829.0	1.109-866.0	8.0	3200	230V	46	3 ph	20	1370	658,000	64"x35"x61"	1840 lbs
ENGB-32024C	1.109-830.0	1.109-867.0	8.0	3200	460V	26	3 ph	20	1370	658,000	64"x35"x61"	1840 lbs
ENGB-32024F	1.109-831.0	1.109-868.0	8.0	3200	575V	26	3 ph	20	1370	658,000	64"x35"x61"	1840 lbs
ENGB-32024H	1.109-832.0	1.109-869.0	8.0	3200	208V	52	3 ph	20	1370	658,000	64"x35"x61"	1840 lbs
ENG10-30024B	1.109-833.0	1.109-870.0	9.5	3000	230V	52	3 ph	20	1400	816,000	64"x35"x61"	1910 lbs
ENG10-30024C	1.109-834.0	1.109-871.0	9.5	3000	460V	26	3 ph	20	1400	816,000	64"x35"x61"	1910 lbs
ENG10-30024F	1.109-835.0	1.109-872.0	9.5	3000	575V	26	3 ph	20	1400	816,000	64"x35"x61"	1910 lbs
ENG10-30024H	1.109-836.0	1.109-873.0	9.5	3000	208V	60	3 ph	20	1400	816,000	64"x35"x61"	1910 lbs

Note: Landa is constantly improving and updating its products. Consequently, pictures, features, and specifications in this brochure may differ slightly from current models. Flow rates and pressure ratings may vary due to variance allowed by manufacturers of our machine components. Landa product performance is certified by the Cleaning Equipment Trade Association (CETA) to be within 5% of listed specifications.  
\*\*See product bid specifications for details regarding LP BTUs. Ratings may vary.



Fully instrumented, the ENG's removable panels allow easy access to components and is available with the optional LanCom Wireless Remote Control.



The Tru-Tite belt tensioning system minimizes wear and tear on the belt.

**LANDA®**

Distributed by:

### Field Installed Options:

PART NO.	DESCRIPTION
8.917-509.0	Snap-N-Go LanCom Wireless Remote Control Kit
8.917-817.0	LanCom Wireless Remote Wall Mount Bracket
8.921-832.0	Additional LanCom Wireless Remote
8.921-774.0	Wired Remote Control Kit for Pump & Burner
8.921-773.0	Wired Remote Control Kit for Detergent (requires 8.921-774.0)
8.922-157.0	Remote Control Box (Wired)
8.917-507.0	Snap-N-Go Auto Start/Stop Kit
8.917-508.0	Snap-N-Go Time Delay Kit
8.921-776.0	Steam Combo Kit
9.801-040.0	Draft Diverter 10"
8.753-474.0	Draft Damper 10"
8.717-730.0	Draft Diverter 12"
8.753-478.0	Draft Damper 12"
8.753-706.0	Reducer, Stack 12" to 10"
8.753-707.0	Reducer, Stack 10" to 8"

\*Patent No. 8,496,188 B2  
Form #9.801-548.0 • © 2015 • 11/15



MONTAGUE TOOL & SUPPLY  
 42 BROAD STREET  
 BRANCHVILLE, NJ 07826

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 Phone: (800) 700-8544

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 WHEN MAKING INQUIRIES

# QUOTATION

Q  
 U TOWN OF WARWICK PUBLIC WKS  
 O 132 KINGS HIGHWAY  
 T WARWICK, NY 10990  
 E  
 D

S  
 H TOWN OF WARWICK  
 I PUBLIC WORKS DEPT.  
 P OFF KINGS HIGHWAY  
 WARWICK, NY 10990  
 T  
 O

ORIGINAL QUOTE DATE: 06/06/2019

SHIP FROM	DIV.	SLM.	ISM.	QUOTED BY	CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	DATE	EXPIRATION DATE
	01		0019	BILL OSWALD JR.	WARPW	RAOD SAW	06/06/2019	11/13/2019
SHIP VIA				PULLED BY	CHECKED BY	JOB NAME	TERMS	
BEST WAY							NET 30	

ITEM NO.	ITEM DESCRIPTION	ORDERED	SHIPPED	BACKORDERED	UNIT PRICE	UM	EXTENDED PRICE	
001	DIA 32453 DIA.PRODS.18"STREET SAW w/11.7hp Honda	1			2399.00	E	2399.00	
002	DIA 25948 DIA.PRODS.#1200 WATER TANK Kit 7.5gal.	1			119.00	E	119.00	
SUB-TOTAL:								2518.00

Terms NET 30 unless otherwise specified, A SERVICE CHARGE of 1 1/2 % PER MONTH OR THE MAXIMUM LEGAL RATE ALLOWED ON ALL PAST DUE INVOICES WILL BE DUE. No returns without prior approval. All returns must be accompanied by a copy of invoice and are subject to a restocking charge. No returns allowed on non stocked items or cut wire. SELLER HEREBY EXCLUDES ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR ANY PURPOSE AND ALL OTHER WARRANTIES EXPRESSED OR IMPLIED. SIGNER acknowledges materials received in good order and agrees to these terms;  
 Signed by: \_\_\_\_\_ Printed Name: \_\_\_\_\_

SHIP DATE	CARRIER	FREIGHT AMOUNT	TOTAL
			2518.00

LOGIN REGISTER

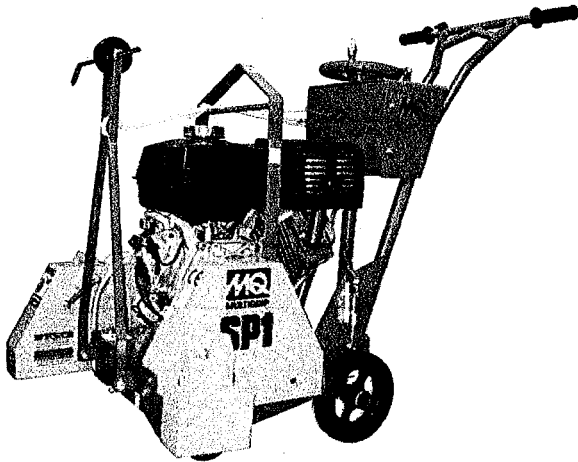
Single Cylinder Repair (https://www.singlecylinderstore.com/home)



(https://www.singlecylinderstore.com/home)

Multiquip SP118 Walk-Behind 18 Inch Pavement Street Concrete Saw (https://www.singlecylinderstore.com/Multiquip-SP118-Walk-Behind-18-Inch-Pavement-Street-Concrete-Saw)

-4%



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### MULTIQUIP SP118 WALK-BEHIND 18 INCH PAVEMENT STREET CONCRETE SAW

PRODUCT VIEWS: 4294

- AVAILABILITY: In Stock
- MODEL: SP118 Walk-Behind 18 Inch Pavement Street Concrete Saw



Multiquip  
(https://www.singlecylinderstore.com/Multiquip)

Based on 0 reviews. - Write a review

**\$2,457.00** ~~\$2,557.00~~

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Behind%2018%20Inch%20Pavement%20Street%20Concrete%20Saw%20(Qty%20of%201))

1 ADD TO CART ASK QUESTION



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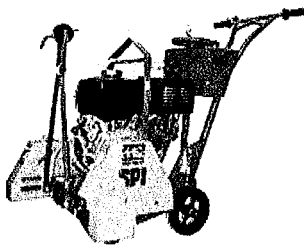


Search Site	<input type="text"/>	<input type="button" value="Q"/>
Model Search	<input type="text"/>	

HOME AUTOMOTIVE CONSTRUCTION HVAC INDUSTRIAL RESTAURANTS MATERIAL HANDLING METALWORKING TOOLING WOODWORKING

## MultiQuip Slab Concrete Saws

- SP1G
- SP118
- SP1E16A
- SP2S13H20A
- SP2S20H20
- ACCESSORIES



18 in. Blade Guard, Push, Honda GX390 Gasoline Engine  
 MultiQuip's SP1 Series Saws are simple, highly durable, and deliver trusted performance on the job site. They are engineered for operators from DIY to professional that demand quality, ease of operation and accurate sawing.

- Rugged, proven Frame design
- Superb tracking provides precise cuts
- Industrial Depth Feed Indicator/Controller System
- Powered by Honda GX390 Gasoline Engine
- Ergonomic Anti-Vib Control Handle Design
- 18 inch Blade capacity
- 6.5 inch cutting depth
- Industrial Blade Shaft Assembly
- Solid Lifting Bale
- Optional Water Tank available
- 270 lbs.

Specifications	
Model	<b>More!</b> SP118
Power Source	11.7 HP Honda GX-390 Cyclone
Blade Capacity	18 in <span style="float: right;">457 mm</span>
Cutting Depth	6.5 in <span style="float: right;">165 mm</span>
Front Wheel Bearing Mounted	4 in Dia. x 2 in Wide
	102 x 51 mm
Rear Wheel Bearing Mounted	8 in Dia. x 2 in Wide
	203 x 51 mm

Notice: Features and equipment specifications are subject to change without notice.

**SAW 10 FLAT PUSH HONDA GX200 GREEN**

Mfg. item #: SP1G

**MULSP1G**

FREE motor freight to commercial address or terminal pickup in lower 48 states. Residential or Export Orders call 800-458-3687.<sup>6</sup>

**\$2,073.66**

**Add To Cart**

9



**SAW 18 FLAT PUSH HONDA GX390**

Mfg. item #: SP118

**MULSP118**

*lease to own for as little as: \$53 per month!*

FREE motor freight to commercial address or terminal pickup in lower 48 states. Residential or Export Orders call 800-458-3687.<sup>6</sup>

**\$2,638.11**

**Add To Cart**

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**SAW 16 FLAT PUSH ELEC 5HP 230V 60HZ 1**

Mfg. item #: SP1E16A

**MULSP1E16A**

*lease to own for as little as: \$50 per month!*

**\$2,514.01**

**Add To Cart**

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FREE motor freight to commercial address or terminal pickup in lower 48 states. Residential or Export Orders call 800-458-3687.<sup>6</sup>

**SAW 20 FLAT SELF PROP HONDA GX390**

Mfg. item #: SP2S13H20A

**MULSP2S13H20A**

*lease to own for as little as:\$83 per month!*

FREE motor freight to commercial address or terminal pickup in lower 48 states. Residential or Export Orders call 800-458-3687.<sup>6</sup>

**\$4,143.13**

**Add To Cart**

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**SAW 20 FLAT SELF PROP HONDA GX630**

Mfg. item #: SP2S20H

**MULSP2S20H**

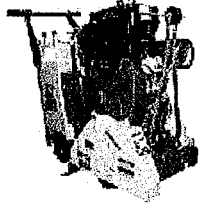
*lease to own for as little as:\$105 per month!*

Call for freight quote on this item or we will confirm freight charges before shipping.<sup>1</sup>

**\$5,274.37**

**Add To Cart**

9



**BLADE GUARD KIT 16**

Mfg. item #: SPBG16

**MULSPBG16**

FREE shipping when ordered with a machine from this manufacturer.<sup>20</sup>

NEW ITEM

**\$255.94**

**Add To Cart**

9

**SAW FLOOR BLADE GUARD KIT 20**

Mfg. item #: SPBG20

**MULSPBG20**

FREE shipping when ordered with a machine from this manufacturer.<sup>20</sup>

NEW ITEM

**\$338.11**

**Add To Cart**

9

**KIT WATER 5GA SP118**

Mfg. item #: SP1WK

**MULSP1WK**

FREE shipping when ordered with a machine from this manufacturer.<sup>20</sup>

**\$122.69**

**Add To Cart**

9

**BLADE GUARD SP1/2 16 YELLOW**

Mfg. item #: SPBG16A

**MULSPBG16A**

FREE shipping when ordered with a machine from this manufacturer.<sup>20</sup>

**\$281.53**

**Add To Cart**

9

**BLADE GUARD NLA (SEE SPBG18Y)**

Mfg. item #: SPBG18A

**MULSPBG18A**

FREE shipping when ordered with a machine from this manufacturer.<sup>20</sup>

**\$206.44**

**Add To Cart**

1525

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X

**Thomas Gleason**  
2208 Reverses Run  
New Windsor, NY 12553  
845-728-3957  
tgleason129@gmail.com

ORIGINAL

28th January, 2020

**Chief Thomas McGovern**  
Warwick Police Department  
132 Kings Highway  
Warwick, NY

RECEIVED  
JAN 29 2020  
Town of Warwick  
Town Clerk


Dear Chief McGovern,

I, Thomas Gleason am resigning my position with the Warwick Police Department effective January 1, 2020.

I appreciate the opportunity to have served with such a fine police department. After a career with the City of Newburgh PD, and time with WPD, I feel it is time for me to move on to new endeavors.

Stay safe.

Sincerely,



**Thomas Gleason**

## NOTICE TO BIDDERS

**PLEASE TAKE NOTICE** that the Town of Warwick is accepting Bids for the General Construction of the original Manor House building, 255 State School Road, at the former Mid Orange Correctional Facility. This is a 3-story structure of approximately 10,288 sq. ft. +/- . Plans of the work will be provided as a PDF, please provide an email for receipt of the plans to [msweeton@townofwarwick.org](mailto:msweeton@townofwarwick.org).

### **ADDENDUM TO THE PLANS, DATED JANUARY 23, 2020 HAS BEEN ADDED**

Inspection of the Manor House will be held on January 29, 2020 at 10:00am.

**ALL SEALED BIDS** shall be received by the Office of the Town Clerk by February 5, 2020 at 2:00 p.m., at which time they will be opened and read aloud. Work would be expected to begin immediately upon acceptance by the Town of the lowest responsible bidder and continue uninterrupted until completion of construction of the contracted scope of work. All work is intended to be complete within 90 calendar days of acceptance.

All bids must be consistent with the PDF plan drawing and the Town's General Instructions for Proposals.

The roofing Deduct Alternate should include:

- Deduct roof demolition and material carting/disposal
- Deduct ice & water shield material & installation
- Deduct underlayment material & installation
- Deduct copper flashing material (including drip edge, sealants & accessories) and installation
- Deduct architectural roofing shingles material and installation
- Deduct roofing contractor mobilization

Bids must be accompanied by a bid bond or certified check of the Bidder (5% of Total Bid Amount), a list of contractor's available equipment and labor force, references regarding work similar in scope, financial statement, along with proof of insurance (Worker's Compensation and Liability Insurance).

The Town of Warwick reserves the right to reject any and all Bids and to award the work to any contractor proving capable and ready to perform the work. The Town also reserves the right to award all or any part of the work, or to cancel the entire project. Bids shall be awarded in accordance with General Municipal Law § 103.

For further information please call (845)-986-1120, ext. 241.

**BY ORDER OF THE  
TOWN OF WARWICK  
Eileen Astorino/Town Clerk  
January 22, 2020**



**TOWNSHIP OF WEST MILFORD**  
**Office of the Township Clerk**  
**1480 Union Valley Road**  
**West Milford, New Jersey 07480**  
**www.westmilford.org**

Diane Curcio  
Acting Township Clerk

973-728-7000  
FAX 973-728-2704

January 17, 2020

TO: Borough of Bloomingdale  
Borough of Butler  
Borough of Kinnelon  
Borough of Ringwood  
Passaic County Clerk  
Passaic County Planning Board  
Township of Hardyston  
Township of Jefferson  
Township of Rockaway  
Township of Vernon  
Town of Warwick  
Township of West Milford Planning Board  
Village of Greenwood Lake

JAN 21 2020

**Re: Ordinance 2020 – 001**

**ORDINANCE OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AMENDING CHAPTER 500 "ZONING", ARTICLE III "RESIDENTIAL DISTRICTS" TO ADD SHORT TERM RENTALS AS A PERMITTED USE**

Dear Sir/Madam:

Please take notice that the above Ordinance was introduced by title at a Regular Meeting of the Mayor and Governing Body of the Township of West Milford held on January 15, 2020.

Enclosed herewith is a copy of Ordinance 2020-001 as referenced above.

*Diane Curcio*

Diane Curcio  
Acting Township Clerk

DC/jk

Encs  
Regular Mail & Certified Return Receipt

# Township of West Milford

Passaic County, New Jersey

## ~ Ordinance 2020 – 001 ~

### ORDINANCE OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AMENDING CHAPTER 500 “ZONING”, ARTICLE III “RESIDENTIAL DISTRICTS” TO ADD SHORT TERM RENTALS AS A PERMITTED USE

**WHEREAS**, the Township Council adopted Ordinance 2019-020 on December 4, 2019 which permits short-term rentals within residential dwellings; and

**WHEREAS**, the Mayor and Township Council have reviewed Ordinance 2019-020 and the Township Code and determined that the Zoning Ordinance must be amended to establish short-term rentals as a permitted use in residential districts.

**NOW THEREFORE, BE IT ORDAINED**, by the Township Council of the Township of West Milford, in the County of Passaic, and State of New Jersey as follows:

**SECTION 1.** Chapter 500 “Zoning”, Article III “Residential Districts”, Section 500-8 “Principal permitted uses on the land and in buildings” is amended to read as follows:

#### §500-8 Principal permitted uses on the land and in buildings.

Principal permitted uses shall be as follows:

- A. Farms.
- B. Single-family detached dwelling units.
- C. Residential cluster development in the R-2, R-3 and R-4 Districts.
- D. Residential communities which provide central sewer and water facilities in the R-1, R-1/I, R-2 and R-3 Districts, and located within the service areas of the Wastewater Management Plan.
- E. Multifamily residential dwelling units in the R-1/PN District.
- F. Public utilities designed to serve the immediate community in which it is being proposed. This shall include water tanks and systems and sewerage plants.
- G. Community residences for the developmentally disabled and community shelters for victims of domestic violence, as defined in N.J.S.A. 40:55D-66.1.
- H. Equestrian centers in the R-3 and R-4 Zones.
- I. Shooting ranges in R-4 Zone.
- J. Bed-and-breakfast.
- K. Wireless telecommunications facilities.
- L. Short-term rentals, by permit, in accordance with Section 285-13.

All other sections of this Chapter shall remain unchanged.

RECEIVED  
JAN 21 2020  
TOWNSHIP CLERK  
TOWNSHIP OF WEST MILFORD

# Township of West Milford

Passaic County, New Jersey

## ~ Ordinance 2019 – 020 ~

### ORDINANCE OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 285, ENTITLED “PROPERTY MAINTENANCE,” OF THE “CODE OF THE TOWNSHIP OF WEST MILFORD, NEW JERSEY,” REGULATING AND ESTABLISHING REGISTRATION REQUIREMENTS FOR SHORT TERM RENTALS IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY

**WHEREAS**, the West Milford Township Council seeks to permit the short-term rental use of certain legally permitted dwelling units throughout the Township of West Milford (also referenced as the “Township” or “West Milford”) in order to facilitate the booking of reservations for such uses through internet-based booking platforms, and promote tourism and economic vitality in the Township; and

**WHEREAS**, the short-term rental of homes can provide a flexible housing stock that allows travelers a safe accommodation while contributing to the local economy, promoting travel and tourism and supporting the local tourism industry and business community; and

**WHEREAS**, the short-term rental of homes can provide homeowner's an opportunity to maintain ownership of property in difficult economic circumstances; and

**WHEREAS**, the West Milford Township Council finds that there is a substantial interest in furthering the public health, safety and welfare, by establishing and enforcing minimum life safety standards for short-term rental of houses.

**NOW, THEREFORE, BE IT ORDAINED**, by the Township Council of West Milford, County of Passaic, State of New Jersey, as follows:

**SECTION 1.** Chapter 285, entitled “Property Maintenance,” of the Code of the Township of West Milford, New Jersey,” is hereby amended and supplemented in order to establish a new Section thereof (Section 285-13) to be known as “Short-Term Rentals,” as follows:

#### **Chapter 285-13 Short Term Rentals.**

##### **285-13.A Purpose.**

The Township Council finds and declares that certain transitory uses of residential property tend to affect the residential character of the community and, if unregulated, can be injurious to the health, safety and welfare of the community.

The intended purposes of this Section (285-13) are to:

- a. balance the rights of the Owners of residential dwelling units proposed for short-term rental use and the Township's business community affected by the allowance and existence of short-term rentals;
- b. protect the public health, safety and general welfare of individuals and the community at large;
- c. provide for an organized and reasonable process for the short-term rental of certain defined classifications of residential dwelling units in the Township;
- d. monitor and provide a reasonable means for the mitigation of impacts created by such transitory uses of residential properties within the Township of West Milford;
- e. preserve and protect the long-term housing market stock in the Township; and
- f. ensure that the short-term rental property inventory in the Township satisfies basic fire safety standards, in order to protect the safety of occupants and the citizens of the Township.

The West Milford Township Council has therefore determined that it shall be unlawful for any Owner of any property within the geographic bounds of the Township of West Milford, Passaic County, New Jersey, to rent or operate a short-term rental contrary to the procedures and regulations established in this Section (285-13), or applicable State statute.

**285-13.B Authority.**

In accordance with New Jersey law, a municipality may make and enforce within its limits all ordinances and regulations not in conflict with general laws, as it may deem necessary and proper for the good government, order and protection of persons and property, and for the preservation of the public health, safety and welfare of the municipality and its inhabitants. The Township of West Milford hereby adopts the within Ordinance in accordance with said authority.

**285-13.C Definitions.**

As used in this Section (285-13), the following terms shall have the meanings indicated below:

**Owner** shall mean an individual or entity holding title to a property proposed for short-term rental, by way of a legally recorded Deed.

**Owner-Occupied** shall mean the Owner of the property resides in the short-term rental property (also referenced as "STRP"), or in the principal residential unit with which the STRP is associated on the same lot.

**Property** shall mean a parcel of real property located within the boundaries of the Township of West Milford, Passaic County, New Jersey.

**Responsible Party** shall mean both the short-term rental property Owner and a person (property manager) designated by the Owner to be called upon and be responsible at all times during the period of a short-term rental and to answer for the maintenance of the property, or the conduct and acts of occupants of the short-term rental property, and, in the case of the property manager, to accept service of legal process on behalf of the Owner of the short-term rental property. The Responsible Party must be a New Jersey resident for the acceptance of legal process and to provide the periodic site inspection required under this ordinance.

**Short-Term Rental** (also referenced as "STR") shall mean the accessory use of a dwelling unit for occupancy by someone other than the unit's Owner or permanent resident for a period of thirty (30) or less consecutive days, up to a cumulative total period of not to exceed one hundred eighty (180) days in a calendar year, which dwelling unit is regularly used and kept open as such for the lodging of guests, and which is advertised or held out to the public as a place regularly rented to Transient Occupants, as that term is defined in this Section (285-13).

**Short-Term Rental Property** (also referenced as "STRP") shall mean a residential dwelling unit that is used and/or advertised for rent as a short-term rental by Transient Occupants as guests, as those terms are defined in this Section (285-13). Dwelling units rented to the same occupant for more than thirty (30) continuous days, licensed Bed and Breakfast establishments, licensed rooming or boarding houses, hotels and motels shall not be considered Short-Term Rental Property.

**Short-Term Rental Property Agent** shall mean any New Jersey licensed real estate agent or other person designated and charged by the Owner of a short-term rental property, with the responsibility for making the STR application to the Township on behalf of the Owner, and fulfilling all of the obligations in connection with completion of the short-term rental property permit application process on behalf of the Owner. Such person shall be available for, and responsive to contact on behalf of, the Owner, at all times.

**Transient Occupant** shall mean any person or a guest or invitee of such person, who, in exchange for compensation, occupies or is in actual or apparent control or possession of residential property, which is either: (1) registered as a short-term rental property, or (2) satisfies the definition of a short-term rental property, as such term is defined in this Section (285-13). It shall be a rebuttable presumption that any person who holds themselves out as being an occupant or guest of an occupant of the short-term rental is a transient occupant.

**285-13.D Regulations Pertaining to Short-Term Rentals.**

- a. It shall be unlawful for any Owner of any property within the geographic bounds of the Township of West Milford, New Jersey, to rent or operate a short-term rental contrary to the procedures and regulations established in this Section (285-13) or applicable State statute.
- b. Short-term rentals shall be permitted to be conducted in the following classifications of property in the Township of West Milford:
  1. Condominium units and units in Lake Association, where the Condominium Association and Lake Association By-Laws or Master Deed permit a short-term rental;
  2. Individually or collectively owned single-family residences;
- c.
  1. Not more than one STR unit can be in any multi-family residential dwelling;
  2. Not more than one STR unit can be within a single-family residential dwelling unit,



where the STR shares common kitchen and bathroom facilities with the occupant of the dwelling unit, and the remainder of the single-family dwelling unit is occupied by the Owner.

- 3. In an STR which is not Owner-Occupied or does not have a Responsible Party in residence, there shall be no more than one family or two unrelated individuals
- d. For an STR that does not have an Owner or Responsible Agent on site, the Owner / Responsible Party or STRP Agent shall visit the site at the initiation of the rental and within 24 hours after the completion of the rental and/or weekly for a multi-week rental to insure that all Township regulations are being properly observed.
- e. The provisions of this Section (285-13) shall apply to short-term rentals as defined in Subsection 285-13.C above. The following do not qualify as a privately-owned residential dwelling unit, as that term is used herein, and therefore, do not need to obtain a short-term rental permit pursuant to this Section (285-13): any hotel, motel, studio hotel, rooming house, dormitory, public or private club, bed and breakfast inn, convalescent home, rest home, home for aged people, foster home, halfway house, transitional housing facility, or other similar facility operated for the care, treatment, or reintegration into society of human beings; any housing owned or controlled by an educational institution and used exclusively to house students, faculty or other employees with or without their families; any housing operated or used exclusively for religious, charitable or educational purposes; or any housing owned by a governmental agency and used to house its employees or for governmental purposes.

**285-13.E Short-Term Rental Permit, Permit Registration Fee/Application, and Certificate of Occupancy.**

- a. In addition to any land use requirement(s) set forth by the Township of West Milford Land Use Regulations, the Owner / STRP Agent of a short-term rental property shall obtain a short-term rental permit from the Township of West Milford Township Clerk's Office, before renting or advertising for rent any short-term rental.
- b. The failure to obtain a valid short-term rental permit prior to advertising the short-term rental property in any print, digital or internet advertisement or web-based platform, and/or in the MLS or any realtor's property listing shall be a violation of this Ordinance. No short-term rental permit issued under this Section (285-13) may be transferred or assigned or used by any person or entity, other than the Owner to whom it is issued, or at any property location or dwelling unit other than the property for which it is issued.  
An Owner of a property intended to serve as a short-term rental property, as defined herein, or any STR Agent acting on behalf of the Owner, shall submit to the Township of West Milford Township Clerk's Office, a short-term rental permit application provided by the Township, along with an annual application/registration fee of five hundred dollars (\$500.00) plus relevant certification and inspection fees. Said fees shall be non-refundable in the event that the application is denied.
- c. The short-term rental permit, if granted, shall be valid for a period of one year from the date of issuance.
- d. A short-term rental permit shall be renewed on an annual basis, based upon the anniversary of the original permit issuance, by submitting to the Township Clerk's Office, a short-term rental permit application and a renewal registration fee of five hundred dollars (\$500.00).
- e. The short-term rental permit shall expire automatically when the short-term rental property changes Ownership, and a new initial application and registration fee will be required in the event that the new Owner intends to use the property as a short-term rental property. A new application and registration fee shall also be required for any short-term rental that had its short-term rental permit revoked or suspended. Permits are not transferable to other parties.

**285-13.F Application Process for Short-Term Rental Permit and Inspections.**

- a. **Application Process**  
Application for a short-term rental permit shall be submitted under oath on a form specified by the Township Clerk, to the Township of West Milford Township Clerk's Office accompanied by the non-refundable application fee as set forth in Subsection 285-13.E above. Such application shall include:
  - 1. The name, address, telephone number and email address of the Owner(s) of record of the dwelling unit for which a permit is sought. To verify this information, the applicant shall provide their driver's license. If such Owner is not a natural person, the application

must include and identify the names of all partners, officers and/or directors of any such entity, and the personal contact information, including address and telephone numbers for each of them.

2. The address of the unit to be used as a short-term rental.
  3. If the property Owner is not going to be present or assume liability for the activities in and maintenance of the STR on a 7 day a week basis, 24 hours a day, then the name, address, telephone number and email address of the Short-Term Rental Property Agent, or Short Term Rental Property Responsible Party who will assume this responsibility.
  4. For a condominium short-term rental permit application, a letter of approval by the condominium association must be submitted with the application. For units in a Lake Association community, certification that notice of the application has been provided to the Association.
  5. A sworn statement that there have been no prior revocations or suspensions of this or a similar license, in which event a license shall not be issued, which denial may be appealed as provided hereinafter.
  6. The Owner's or the Short-Term Rental Property Agent's sworn acknowledgement that he or she has received a copy of this Ordinance, has reviewed it, understands its requirements and certifies, under oath, as to the accuracy of all information provided in the permit application.
  7. The number and location of all parking spaces available to the premises, which shall include the number of legal off-street parking spaces on the premises. The Owner shall certify that renters will not use on-street parking, unless no off-street parking is available. Where no off-street parking is available, on-street parking regulations apply.
  8. A Certification from the Township Fire Prevention Office that the premises have the required smoke and Co2 alarms and fire extinguishers and that all are in working order.
  9. A Zoning Compliance Certificate, which states that the premises are not being occupied or used in violation of the Township's Land Use Regulations and Zoning Ordinance.
  10. The Owner's agreement to use his or her best efforts to assure that use of the premises by all Transient Occupants will not disrupt the neighborhood, and will not interfere with the rights of neighboring property Owners to the quiet enjoyment of their properties.
  11. Attached to and concurrent with submission of the permit application the Owner shall provide proof of general liability insurance at a minimum amount of \$1,000,000.00, with the Township named as an additional insured.
  12. Written certifications from the short-term rental property agent and responsible party that they agree to perform all of the respective duties specified in this Section (285-13).
  13. A Certification that the STRP Owner is current with all taxes assessed to the property prior to the issuance of a short-term rental permit; that any code violations that have been issued by the Township relating to the STRP have been properly abated; that any open construction permits for the property prior to the issuance of a short-term rental permit have been closed; and that all fines or penalties issued by the Municipal Court for the Township of West Milford for any past code violations relating to the STRP, including penalties for failure to appear in Court, are satisfied in full.
- b. Required Inspections:
1. Every application for a Short-Term Rental Permit shall require annual inspections for the STRP's compliance with the Township's fire safety regulations.
- c. Other Requirements:
1. The STRP Owner/permit holder shall include the short-term rental permit number issued by the Township in every print, digital, or internet advertisement, and/or in the Multiple Listing Service (hereinafter "MLS") or other real estate listing of a real estate agent licensed by the NJ State Real Estate Commission, in which the short-term rental property is advertised for rent on a short-term basis.
  2. The primary occupant of all short-term rentals executing the agreement between the Owner / Short-Term Rental Property Agent and the occupant must be over the age of twenty-one (21), and must be the party who will actually occupy the property during the term of the short-term rental. The primary occupant may have guests under the age of twenty-one (21) who will share and occupy the property with them.

**285-13.G Issuance of Permit and Appeal Procedure.**

- a Once an application is submitted, complete with all required information and documentation and fees, the Township Clerk's Office, following any necessary investigation for compliance with this Section (285-13), shall either issue the short-term rental permit or issue a written denial of the permit application (with the reasons for such denial being stated therein), within ten (10) business days.
- b If denied, the applicant shall have ten (10) business days to appeal in writing to the Zoning Board of Adjustment, by filing the appeal with the Township Planning Department.
- c Within forty-five days (45) days thereafter, the Zoning Board of Adjustment shall hear and decide the appeal.

**285-13.H Short-Term Rental Operational Requirements.**

- a The Owner / STRP Agent / Responsible Party shall ensure that the short-term rental is used in a manner that complies with all applicable laws, rules and regulations pertaining to the use and occupancy of a short-term rental.
- b A dwelling unit shall be limited to one (1) single short-term rental contract at a time.
- c The Owner / STRP Agent shall not install any advertising or identifying mechanisms, such as signage, including lawn signage, identifying the property for rent as a short-term rental property.
- d Transient Occupants of the STRP shall comply with all ordinances of the Township of West Milford including, but not limited to, those ordinances regulating noise and nuisance conduct. Failure of Transient Occupants to comply shall subject the Transient Occupants, the Owner of the STRP, the Responsible Party and/or the Short-Term Rental Agent listed in the short-term rental permit application, to the issuance of fines and/or penalties, and the possibility of the revocation or suspension of the STRP permit.
- e The Owner / STRP Agent / Responsible Party of a STRP shall post the following information in a prominent location within the short-term rental and prospective tenants should provide written acknowledgement of receipt of said materials:
  1. Owner name; if Owner is an entity, the name of a principal in the entity, and phone number for the Owner (individual);
  2. The names and phone numbers for the Responsible Party and the Short-term Rental Agent (as those terms are defined in this Section (285-13) (Use of a rental agent is not required);
  3. The phone numbers for the West Milford Police Department, the West Milford Fire Department, the Township of West Milford Department of Code Enforcement and the Township of West Milford Department of Planning/Building;
  4. The maximum number of parking spaces available onsite;
  5. On-street parking regulations applicable to the adjacent streets;
  6. Survey or boundary map showing property lines of property rented; and
  7. Trash and recycling pick-up day, and all applicable rules and regulations regarding trash disposal and recycling.
- f In the event any complaints are received by the West Milford Police Department and/or other Township Departments regarding the STRP and/or the Transient Occupants in the STRP, and the Owner of the STRP is unreachable or unresponsive, both the Responsible Party and the Short-Term Rental Agent listed in the short-term rental permit application shall have the responsibility to take any action required to properly resolve such complaints, and shall be authorized by the STRP Owner to do so.
- g While a STRP is rented, the Owner, the Short-Term Rental Agent, or the Responsible Party shall be available twenty-four (24) hours a day, seven (7) days a week for the purpose of responding within two (2) hours to complaints regarding the condition of the STRP premises, maintenance of the STRP premises, operation of the STRP, or conduct of the guests at the STRP, or nuisance complaints from the West Milford Police Department or neighbors, arising by virtue of the short-term rental of the property.
- h If the STRP is the subject of two (2) or more substantiated civil and/or criminal complaints in a one (1) year period, the Township Clerk or his or her designee may revoke the short-term rental permit issued for the property, in which case, the STRP may not be the subject of a new STRP permit application for one (1) year following the date of revocation of the permit.
- i In the event that the Township receives three (3) substantiated complaints in a one (1) year period concerning excessive vehicles belonging to the Transient Occupants of a STRP, the short-term rental permit for the property is subject to revocation by the Township Clerk or his or her designee.

j The person offering a dwelling unit for short-term rental use must be the owner of the dwelling unit or the Short-Term Rental Property Agent. A Tenant of a property may not apply for a short-term rental permit, nor shall the property or any portion thereof be sub-leased by the Tenant on a short-term basis, or operated as a STRP by the Tenant. This STRP regulation shall supersede any conflicting provision in a private lease agreement permitting sub-leasing of the property, or any portion of the property. Violation of this Section (285-13) will result in enforcement action against the Tenant, the STRP Owner, the Short-Term Rental Agent, and the Responsible Party, and will subject all such parties to the issuance of a Summons and levying of fines and/or penalties.

**285-13.l Short-Term Rental Enforcement Authority**

The Zoning / Property Maintenance Official of the Township shall have the authority to enforce the provisions of this ordinance and shall be granted access by the Owner / STR Agent or Responsible Party to the permitted premise at all reasonable hours to insure that the above requirements are met.

**SECTION 2.** Any and all ordinances inconsistent with or in conflict with the provisions of this ordinance are hereby repealed to the extent of any such inconsistency

**SECTION 3.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance. This Ordinance shall take effect upon passage and publication in accordance with applicable law

**SECTION 4.** This Ordinance shall take effect 20 days after publication of the notice of approval on final reading as required by law.

Introduced: October 16, 2019  
Adopted: December 4, 2019  
Effective Date: December 24, 2019

TOWNSHIP OF WEST MILFORD  
COUNTY OF PASSAIC  
ATTEST

STATE OF NEW JERSEY

\_\_\_\_\_  
Diane Curcio, Acting Township Clerk

By: \_\_\_\_\_  
Michele Dale, Mayor

X

Harvest Luncheonette Corp.  
633 County Route 1, Pine Island, NY 10969  
845-258-3060 Harvest1973@gmail.com

RECEIVED  
JAN 21 2020  
Town of Warwick  
Town Clerk

January 14, 2020

Raina Abramson, Town Clerk

Town of Warwick

132 Kings Hwy.

Warwick, NY 10990

Clerk:

This letter is to inform you that my establishment, the Harvest Luncheonette, will be renewing the liquor license for a two-year period. New effective dates will be 4/1/2020-3/31/2022.

Regards,

Jorge Torres  
President  
Harvest Luncheonette Corp.

JAN 22 2020

Town of Warwick  
Town Clerk**Warwick Town Clerk**

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**From:** eknightmoss@gmail.com  
**Sent:** Wednesday, January 22, 2020 7:34 AM  
**To:** Michael Sweeton; Town Supervisors Confidential Secretary; Warwick Town Clerk  
**Subject:** Follow up Jan. 18 Repair Cafe

Dear Friends,

It was so wonderful to see some many of you at the beginning of our fourth year of keeping beloved, but broken items out of the landfill and building community while having fun. Thanks for the delicious cupcakes and cookies that you baked to celebrate our Repair Cafe's birthday along with some of ours. It was especially lovely to see Barb, who volunteered at our very first café, in Nov. 2016, return after a long break. So delighted that she and Terri from Middletown were able to team up for the first time to make jewelry repairs.

A big thanks to Larry for printing flyers, at no cost to us, with all our 2020 dates. Big thanks too to Reg for posting those flyers in Greenwood Lake, Joan M. in Chester and Florida, Nanette in all the places I couldn't get to beyond the Village of Warwick, and Fixit Bob in Monroe, even though he couldn't join us this time.

I did receive phone calls and emails asking among other things, "Is the café going to be cancelled due to the horrendous snowstorm? Despite the predicted snow storm, which no doubt kept some people at home, according to the returned job tickets, our volunteers (who live in 9 different towns) helped folks (including some fellow volunteers) from Blooming Grove 1, Campbell Hall 2, Chester 3, Florida 3, Goshen 3, Greenwood Lake 3, Harriman, 1, Hewitt, NJ 1, Monroe 3, Sugar Loaf 2, Vernon, NJ 1, Warwick 40, West Milford 1.

24 people indicated on their job tickets that they were "first timers." They came from Goshen 3, Monroe 2, Sugar Loaf 2, Vernon, NJ 1, Warwick 15, and West Milford 1. One woman said, "This is SO wonderful, so nice, so helpful. We need this! I'll be back!" I also spoke with a carpenter who said that he'd like to volunteer to fix electrical and wooden items. The woman who came with him would like to help the front desk team. We're so fortunate that Joan, Nanette, Dee, Lisa and Teresa were available to warmly welcome those two and everyone else on such a cold day, make new comers feel at home, distribute job tickets/house rules forms, manage traffic flow, keep the coffee hot and pick up pizza lunch.

33 job tickets listed 2 items that the owners wanted fixed. 1 sewing ticket listed 3 items. 28 tickets listed 1 item that needed to be repaired. 1 ticket listed 4 knives, another ticket 2 knives – many of those tickets don't indicate quantities. Math is not my strong suit, but that looks like at least 103 items.

What did they work on?

Frank, Glenn, Larry, Robert and Steve – lamps “doesn’t light,” “switch,” “rewire,” “clanking around part,” “no light,” “Electriced? (not sure what that means!),” “needs new socket,” “broken,” “toggle broken,” an electric tea kettle “lid is disconnected,” globe “rewire,” candle (3) holder “needs to be soldered,” clocks “can’t open to replace battery,” “doesn’t work,” “one hand does not move,” camera, wooden music box, a Czechoslovakian dental drill, circa 1950 – the owner told Frank that he wanted the pedal re-wired so that he could repurpose the drill to be used as a Dremel tool. A first time customer who brought in a lamp “stopped working,” was helped by “Lamp Larry,” that’s what he wrote on his name tag, noted “works fine” on her job ticket.

Brian, Fred and Roger M sharpened - dull knives, and scissors, “industrial scissors,” cuticle scissors “dull and loose,” “nail scissors fell apart and bent out of shape,” and “dull/needs sharpening” garden clippers, choppers, and loppers. One white-haired gentleman trotted outside to gather a handful of broken tree twigs to test his newly-sharpened lopper blades. Then he sat back down to have Roger cut a lock of his hair to sample just how sharp the scissors were now.

Rob, and his kids Raven, Zachary and Nathaniel – Rowenta ‘focus excel iron w/loose cord, wifi speaker “not charging,” speaker cord, “not charging,” Samsung DVD?VHS “DVD doesn’t work; VHS does,” Bluetooth mic headset” doesn’t connect.”

Jim, and his kids Able and Eli, manned the popular Kids Take It Apart Table. Jim always takes home the broken bits to be recycled and stores the donated items that will be take apart and explored at the next cafe.

Rich and Roger B, (AKA R&R) - wooden cutting board “it’s splitting,” 2 wooden tables “needs repair to leg,” “wood detail loose on leg,” a pair of sneakers “soles need gluing,” a trenching shovel with a broken handle, ceramic horse “two legs broken.” Given the season, it was surprising that 3 people wheeled bicycles into the Senior Center. Problems included “bent wheel,” “air in tire,” and “I’m not sure.” But I’m sure that I overheard Roger explaining the metric system to two kids while working on the young girl’s bike.

Barb and Terri -Jewelry that “needs gluing,” 3 bracelets, “broken,” watches – “doesn’t clasp,” “band broke,” “not working,” “battery,” “bad,” 1982 Omega college grad gift – doesn’t wind “necklace ‘chain broken,” broken needs solder,” “broken,” “clasp is broken,” ring “stones out.”

Deanne, Joan B., Lenny, Mary, and Raheli sewed – pocket with hole, “pants too wide, coat sleeves too long,” zippers in 2 sweatshirts, a jacket , 2 coats, a bag, hoodies, “change zipper in

pullover," "Ziggy stitch on blanket binding," 2 pants "needs hemming," "sew," a nightshirt "has a long rip," sweater "need to mount police badge," Carhartt jacket "zipper pull is broken; helped by the genius of Deanne and Raheli." Mary helped Raheli recover a wooden chair seat pad in red and white striped fabric that looked an awful lot like the dress Raheli was wearing with a help from a hammer borrowed from Rich. After mending the shoulder on my sister's vintage Swiss bear-shaped hand puppet, Joan of Jobo Bears, told me that the toy is actually a wolf—"that's not a bear's nose!"

A woman told me that she'd bought a sewing machine that cost \$1,000 and even had a special room for it, but said "I don't know how to thread it." She wrote "hope to patch jeans -torn" on her job ticket. Raheli noted "We made progress and customer learned how to use machine and practiced stitching. Will try to finish at home."

Lenny helped someone who needed a "pocket sewn on a coat, a zipper and Velcro." The grateful visitor wrote "FANTASTIC Job! Thank you" on the bottom of the job ticket. Lenny left early due to the snowy weather, but took another visitor's skirt that needed to be hemmed home with her.

Only 22 items, out of 103, couldn't be fixed:

The globe needed parts in order to be rewired, necklaces, a candleholder and other items needed to be soldered or welded, a bracelet need silk string to be restrung. We don't have the special tools to get the back off watches, remove pins in a broken watch band, nor stock batteries to fit another 3 watches. A clock was too corroded, 3 lamps need ballast, one lamp was of a quality "never meant to be fixed," the camera's "lens mechanism was very damaged," a knife had a "broken mechanism," wifi speaker needed a new battery, music box need a specific replacement spring, Samsung DVD "2004 model replace."

We collected two large tubs of canned and boxed items for the Food Pantry. One of Fred's customers was so pleased with a lamp repair job that he'd done for her at his home, "my lamps never looked so good, thanks for shaing your talents with me," that she sent along a \$10 check for the pantry. We also gave manager Charles Hemstreet \$35 from the donation jar when came to pick up the food. We hosted a volunteer from the Hope Chest who brought a rack of glamorous, glitzy dresses to promote a Fashion Show Fundraiser for the Hope Chest and the Warwick Dance Collective to be held at the former Pine Island School on Friday, Jan. 31 at 7PM. Tickets \$10 each. For more info, call Betty at 845-258-0394. Pls. see all the 2020 Repair Café dates below. Elizabeth Knight, RC Organizer. Tel. 845-544-1056



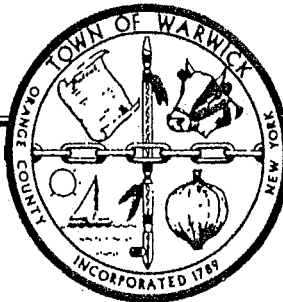
# Repair Café

Jan	Mar	May	July	Sept	Nov
18	21	16	18	19	21

**Saturdays 10-2:00**  
*Warwick Senior Center - Town Hall Complex*

# TOWN OF WARWICK



132 KINGS HIGHWAY  
WARWICK, NEW YORK 10990

BUILDING & PLANNING DEPT (845) 986-1127  
FAX NO. (845) 987-9644  
BUILDING DEPT EXT. 258/260  
PLANNING DEPT EXT. 261  
ENGINEER EXT. 259

January 15, 2020

Town of Warwick  
Town Board  
132 Kings Highway  
Warwick, New York 10990

RECEIVED

JAN 15 2020

Town of Warwick  
Town Clerk

Re: Planning Board Applicant, Joann Mazzola Subdivision Escrow Refund Request #TAO-0655.003

Dear Town Board Members:

Enclosed is a letter from a Planning Board Applicant, Joann Mazzola Subdivision, property located at Bellvale Lakes Road - requesting a refund on the remaining balance of the escrow in the amount of \$668.75. The Applicant has stated that she has completed her project of a subdivision and Final Maps were signed off by the Planning Board Chairman on July 1, 2019. As of today's date, there are no outstanding invoices from the Town Professionals. The balance of the escrow can be returned back to the applicant.

Town Planner: B9 - John Bollenbach  
Ted Fink/Greenplan

Planning Board Engineer: Laura Barca  
Laura Barca/HDR

Planning Board Attorney: John Bollenbach  
John Bollenbach, Esq.

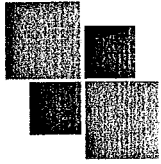
Please release and mail the balance of the escrow back to Joann Mazzola, 116 Steven Ct. Monroe, NY 10950

Sincerely,

Connie Sardo  
Planning Board Secretary

cc: Ana Kanz, Comptroller  
Michael Sweeton, Supervisor  
Eileen Astorino, Town Clerk  
Joann Mazzola, Applicant

Encl.



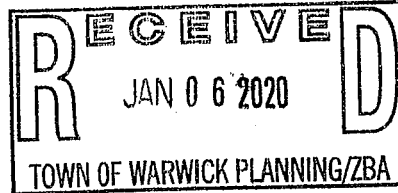
**LEHMAN & GETZ**  
CONSULTING ENGINEERS

January 6, 2020

Town of Warwick Planning Board  
132 Kings Highway  
Warwick, NY 10990

Att: Ben Astorino, Chairman

Re: Mazzola Subdivision  
Section 47, Block 1, Lot 77.11  
Bellvale Lakes Road  
L&G #2130



Dear Mr. Astorino and Planning Board members:

On behalf of our client, Joann Mazzola, we are requesting a refund of her escrow balance from the planning board subdivision approval process.

Thank you for your attention to this matter.

Sincerely,

Lehman & Getz, P.C.  
Karen H. Emmerich, AICP

Cc: Joann Mazzola

X

THE  
**ASSOCIATION OF TOWNS**  
OF THE  
STATE OF NEW YORK

GERALD K. GEIST  
*Executive Director*

KIMBERLY A. SPLAIN  
*Deputy Director*

150 State Street  
Albany, NY 12207

Telephone  
Area Code 518 – 465-7933  
Fax # 518 – 465-0724

LORI A. MITHEN-DeMASI  
*Counsel*

SARAH B. BRANCATELLA  
*Associate Counsel*

KATHLEEN N. HODGDON  
*Associate Counsel*

RECEIVED  
JAN 16 2020  
Town of Warwick  
Town Clerk

January 14, 2020

RECEIVED  
JAN 15 2020  
Town of Warwick  
Town Clerk

Dear Town Clerk:

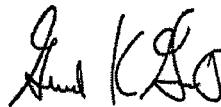
Please share the following information to all town officials.

In February, during Presidents' Week, the Association holds its **Annual Meeting and Training School** at the New York Marriott Marquis, in New York City. The meeting begins on Sunday afternoon, February 16<sup>th</sup> and ends at noon on Wednesday, February 19<sup>th</sup>. Approximately 1,700 town officials from all over the state attend more than 150 hours of programming each year. There are sessions for every type of officer, including several mandated training classes for certification. Nearly all of the content presented at our Newly Elected Town Officials Schools is repeated at this training event. These three events are all co-sponsored with the New York State Comptroller's Office as part of a long-standing, successful partnership we have enjoyed for many years.

A copy of the agenda, information on negotiated hotel room rates and more can be found on our web site: [www.nytowns.org](http://www.nytowns.org).

Once again, congratulations and best wishes for a successful term of office. The Association of Towns stands ready to assist whenever needed.

Kindest regards,



Gerald K. Geist  
Executive Director

## NOTICE TO BIDDERS

**PLEASE TAKE NOTICE** that the Town of Warwick is accepting Bids for the General Construction of the original Manor House building, 255 State School Road, at the former Mid Orange Correctional Facility. This is a 3-story structure of approximately 10,288 sq. ft. +/- . Plans of the work will be provided as a PDF, please provide an email for receipt of the plans to [msweeton@townofwarwick.org](mailto:msweeton@townofwarwick.org).

Inspection of the Manor House will be held on January 29, 2020 at 10:00am.

**ALL SEALED BIDS** shall be received by the Office of the Town Clerk by February 5, 2020 at 2:00 p.m., at which time they will be opened and read aloud. Work would be expected to begin immediately upon acceptance by the Town of the lowest responsible bidder and continue uninterrupted until completion of construction of the contracted scope of work. All work is intended to be complete within 90 calendar days of acceptance.

All bids must be consistent with the PDF plan drawing and the Town's General Instructions for Proposals.

The roofing Deduct Alternate should include:

- Deduct roof demolition and material carting/disposal
- Deduct ice & water shield material & installation
- Deduct underlayment material & installation
- Deduct copper flashing material (including drip edge, sealants & accessories) and installation
- Deduct architectural roofing shingles material and installation
- Deduct roofing contractor mobilization

Bids must be accompanied by a bid bond or certified check of the Bidder (5% of Total Bid Amount), a list of contractor's available equipment and labor force, references regarding work similar in scope, financial statement, along with proof of insurance (Worker's Compensation and Liability Insurance).

The Town of Warwick reserves the right to reject any and all Bids and to award the work to any contractor proving capable and ready to perform the work. The Town also reserves the right to award all or any part of the work, or to cancel the entire project. Bids shall be awarded in accordance with General Municipal Law § 103.

For further information please call (845)-986-1120, ext. 241.

**BY ORDER OF THE  
TOWN OF WARWICK  
Eileen Astorino/Town Clerk  
January 22, 2020**

## NOTICE TO BIDDERS

PLEASE TAKE NOTICE that the Town of Warwick is accepting Bids for the general construction of the original Manor House building, 255 State School Road, at the former Mid Orange Correctional Facility. This is a 3 story structure of approximately 10,288 sq. ft. +/- . Plans of the work will be provided as a PDF, please provide an email for receipt of the plans to [msweeton@townofwarwick.org](mailto:msweeton@townofwarwick.org).

Inspection of the Manor House will be held on ~~December 11<sup>th</sup>~~ <sup>January 29<sup>th</sup></sup> at 10:00 am.

ALL SEALED BIDS shall be received by the Office of the Town Clerk by ~~December 20, 2015~~ <sup>February 5, 2016</sup> at 2:00 p.m., at which time they will be opened and read aloud. Work would be expected to begin immediately upon acceptance by the Town of the lowest responsible bidder and continue uninterrupted until completion of construction of the contracted scope of work. All work is intended to be complete within 90 calendar days of acceptance.

All bids must be consistent with the PDF plan drawing(s) and the Town's General Instructions for Proposals.

→ Bids must be accompanied by a bid bond or certified check of the Bidder (5% of Total Bid Amount), a list of contractor's available equipment and labor force, references regarding work similar in scope, financial statement, along with proof of insurance (Worker's Compensation and Liability Insurance).

The Town of Warwick reserves the right to reject any and all Bids and to award the work to any contractor proving capable and ready to perform the work. The Town also reserves the right to award all or any part of the work, or to cancel the entire project. Bids shall be awarded in accordance with General Municipal Law § 103.

For further information please call (845)-986-1120, ext. 241.

BY ORDER OF THE  
TOWN OF WARWICK  
Eileen Astorino  
Town Clerk

## Michael Sweeton

---

**From:** Scot Freestone <sfreestone@degrawanddehaan.com>  
**Sent:** Wednesday, January 15, 2020 2:05 PM  
**To:** Michael Sweeton  
**Subject:** Manor House - Roofing Deduct Alternate

Mike,

The roofing Deduct Alternate should include:

- Deduct roof demolition and material carting/disposal.
- Deduct ice & water shield material & installation.
- Deduct underlayment material & installation.
- Deduct copper flashing material (including drip edge, sealants and accessories) and installation.
- Deduct architectural roofing shingles material and installation.
- Deduct roofing contractor mobilization.

If you have any questions, please let me know.

Thank you

Scot Freestone

DEGRAW &

DEHAAN

ARCHITECTS

55 NORTH STREET, SUITE 101

MIDDLETOWN, NEW YORK 10940

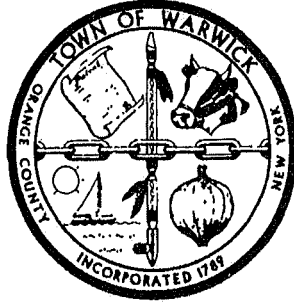
PHONE: 845-343-8510 ext.20

FAX: 845-956-9513

EMAIL: [sfreestone@degrawanddehaan.com](mailto:sfreestone@degrawanddehaan.com)

WEB: <http://degrawanddehaan.com/>

# TOWN OF WARWICK



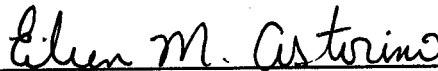
Eileen M. Astorino  
Town Clerk/Registrar  
132 Kings Highway  
Warwick, New York 10990-3152  
Tel: (845) 986-1124, ext. 246  
Fax: (845) 987-1499  
clerk@townofwarwick.org

Melissa Stevens, Deputy Town Clerk/Deputy Registrar  
Carolyn Purta, 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 #R2019-324 AUTHORIZATION TO SOLICIT BIDS FOR GENERAL CONSTRUCTION - ORIGINAL MANOR HOUSE was adopted at the regular meeting of the Town Board of the Town of Warwick duly called and held on Thursday, December 12, 2019 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 13<sup>th</sup> day of December 2019.

SEAL

  
Eileen M. Astorino, Town Clerk

## #R2019-324 AUTHORIZATION TO SOLICIT BIDS FOR GENERAL CONSTRUCTION - ORIGINAL MANOR HOUSE

Motion Supervisor Sweeton, seconded Councilman DeAngelo to adopt a resolution to solicit bids for general construction at the Original Manor House located at the former Mid-Orange Correctional Facility. Said bids to be opened, ~~Friday, December 20, 2019~~, at 2:00pm at the Town Hall, 132 Kings Highway, Town of Warwick. *Wednesday February 5, 2020*

Motion Carried (3 ayes, 0 nays and 2 absent, Councilman Shuback and Councilman Kowal absent) Supervisor Sweeton declared this resolution duly adopted.





Steven M. Neuhaus  
County Executive

## REAL PROPERTY TAX SERVICE AGENCY

---

Eric Ruscher - Director  
255 Main Street  
Goshen, New York 10924  
(845) 291-2495

RECEIVED  
JAN 08 2020  
Town of Warwick  
Town Clerk

# Memo

Date: January 3, 2020

To: Town/City Clerks

From: Eric Ruscher, Director, Orange County Real Property Tax Service

RE: Board of Assessment Review Information

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Attached is a letter from the NYS Educational Services regarding Board of Assessment Review information. Also attached is your member listing. Please review the list to determine if appointments and/or training are required. We have highlighted any members that need to be reappointed. If there are no changes, please return marked as such. We would appreciate your cooperation in completing and returning this information to my office at your earliest convenience.

Training is **tentatively** scheduled for Wednesday, April 29, 2020 from 6:00-9:00 p.m. in the Community Room of the Government Center (255 Main St., Goshen). Letters regarding training will be sent directly from this office to any member in need of it. If you have any questions, please feel free to call.

Thank you for your assistance.

**STATE OF NEW YORK**  
Office of Real Property Tax Services - Educational Services  
November 13, 2019

SWIS Code

**335400**

**BOARD OF ASSESSMENT REVIEW MEMBER LISTING**

Clerk's Name: \_\_\_\_\_ Daytime Phone (     ) \_\_\_\_\_

**Town of Warwick / Orange County**

*Please use the area on the right to update/correct or add any information pertinent to the current BAR members listed.*

Initial Date:	03/22/2001	Ms Maryellen Coghlan	Name:		
Term Begins:	10/01/2015	19 Spanktown Road	Address:		
Term Ends:	09/30/2020				
Last Training:	04/27/2016	Warwick, NY 10990	Town/Zip:		
		Day Phone:	Day Phone:	Appointment Date:	
Initial Date:		Mr. Lawrence Moran	Name:		
Term Begins:	10/01/2016	23 Deer Pond Drive	Address:		
Term Ends:	09/30/2021				
Last Training:	04/27/2016	Warwick, NY 10990	Town/Zip:		
		Day Phone:	Day Phone:	Appointment Date:	
Initial Date:	03/25/2004	Ms. Catherine White	Name:		
Term Begins:	10/01/2018	115 West Ridge Street	Address:		
Term Ends:	09/30/2023				
Last Training:	05/01/2019	Warwick, NY 10990	Town/Zip:		
		Day Phone:	Day Phone:	Appointment Date:	



# Department of Taxation and Finance

## OFFICE OF REAL PROPERTY TAX SERVICES

TIMOTHY J. MAHER

Director of Real Property Tax Services

TO: City Clerks and Town Clerks

FROM: Educational Services

SUBJECT: Reporting Board of Assessment Review (BAR) information

DATE: November 2019

RECEIVED  
JAN 08 2020  
Town of Warwick  
Town Clerk

It's time to review Board of Assessment Review member appointments and reappointments. If you have not already done so, please check your municipal records to determine which BAR appointments in your municipality have expired and if any vacancies exist. If necessary, please arrange for the BAR appointment item or items to be added to the next board meeting agenda.

1. After the appointment or reappointment is made, forward the information to your County Director of Real Property Tax Services. Please use the form provided and fill in new information or changes to existing information. The information provided will be used to determine the BAR training schedule for the spring of 2020.
2. If you have questions, please contact your County Director. Listed below are answers to some frequently asked questions.

### FREQUENTLY ASKED QUESTIONS about BOARD OF ASSESSMENT REVIEW

1. Question: What is the purpose of the Board of Assessment Review?  
Answer: The BAR's sole purpose is to guarantee taxpayer's rights by hearing real property assessment complaints (grievances) and arriving at fair and impartial determinations regarding those complaints.
2. Question: Who must attend training?  
Answer: Initial appointees and re-appointees to the BAR must attend a BAR training session in order to participate in the hearing and determinations of assessment complaints on grievance day.
3. Question: How are Board of Assessment Review Appointments determined?  
Answer: Section 523 of the Real Property Tax Law prescribes BAR appointments. The Town Board or the City Council appoints Members for a five-year term of office. Terms of office must begin on October 1 and end on September 30, five years later. Terms should be staggered so that only one term expires each year. Persons appointed on a date other than October 1, to fill an unexpired term, serve until September 30 of the year that term ends. The BAR must consist of not less than three nor more than five members. Neither the assessor nor any of his or her staff may be appointed to the board. In addition, the majority of the board must consist of members who are not officers or employees of the local government or village.

4. Question: What if an assessing unit can't find enough qualified members for a BAR?  
Answer: The new subdivision (5) of RPTL §1537 allows for the county legislature to appoint members to the BAR. An agreement between an assessing unit and a county for assessment review services shall provide for the members of the board of assessment review of the assessing unit to be appointed by the legislative body of the county upon the recommendation of the county director of the real property tax services. Each member so appointed shall be a resident of the county but need not be a resident of the assessing unit. The board of assessment review as so constituted shall have the authority to receive, review and resolve petitions for assessment review filed in such assessing unit, and for the corrections of errors therein, to the full extent set forth in article five of this chapter.
5. Question: What are the qualifications and oath of office requirements for BAR members?  
Answer: The Real Property Tax Law requires that members of the BAR have knowledge of property values in the assessing unit. BAR members are local public officers, and therefore, are required to be at least 18 years old, citizens of the United States and residents of the municipality which the board serves (Public Officers Law, section 3). Members of the board are required to take and file an oath of office. Oaths of local public officers are filed with the clerk of the city or town in which the board serves. In counties having county assessment, oaths are filed with the county clerk.
6. Question: Are there different types of Board of Assessment Review memberships?  
Answer: There are two types of members: the regular member, as noted in #4 above, and the temporary member. Temporary members are appointed to serve on administrative hearing panels. Up to two temporary members can be appointed for each regular member on the Board. Temporary members are appointed to one-year terms, are required to attend training every year and can only make recommendations regarding assessment determinations. Regular BAR members make all final determinations regarding assessments (Real Property Tax Law, section 523-a).
7. Question: Do Board of Assessment Review members receive certificates?  
Answer: Yes. The County Director of Real Property Tax Services distributes "certificates of attendance" to each BAR member who attends the training course. A copy of the certificate is filed with the city or town clerk.
8. Question: What happens if, after exploring all alternatives with the county director, a BAR member does not attend the training course when required to do so?  
Answer: The BAR member should explore all options with their county director and even the directors of neighboring counties to attend BAR training when they are required to attend. They should always seek alternate training dates or arrangements before using the last resort of applying for an extension. If a BAR member is unable to attend the courses offered as explained above, due to reasons (s)he cannot control, (s)he must submit a request in writing to Educational Services, at the address listed on the front of this memo. That extension request must be received at least ten working days prior to Grievance Day and must include the specific reason for not attending the prescribed

training. If an extension is granted, the BAR member will be notified as soon as possible prior to Grievance Day and will be allowed to participate as a Board of Assessment Review member with the understanding that (s)he must attend the next available training session. If an extension is denied, the BAR member cannot be counted in determining whether a quorum is present at a meeting of the Board of Assessment Review. Furthermore, such members may not participate in the hearing and determination of complaints.

Enclosure

cc: County Director, Real Property Tax Services

X

**LEGAL NOTICE**

**PLEASE TAKE NOTICE** that the Town Board of the Town of Warwick will hold a public hearing to consider the purchase of 85+/- acres located at 45 Bowen Road (SBL# 63-2-8). Said hearing to be held on Thursday, February 13, 2020 at 7:00 p.m. or soon thereafter as the matter be heard at the Town Hall, 132 Kings Highway, Warwick, NY

All interested persons will be given the opportunity to be heard.

**DATED: January 22, 2020**

**BY ORDER OF THE TOWN  
BOARD OF THE TOWN OF WARWICK  
Eileen M. Astorino  
Town Clerk**

# TOWN OF WARWICK



# COPY

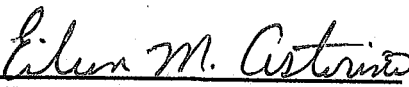
Eileen M. Astorino  
Town Clerk/Registrar  
132 Kings Highway  
Warwick, New York 10990-3152  
Tel: (845) 986-1124, ext. 246  
Fax: (845) 987-1499  
clerk@townofwarwick.org

Melissa Stevens, Deputy Town Clerk/Deputy Registrar  
Carolyn Purta, 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 #R2020-71 SCHEDULE PUBLIC HEARING TO PURCHASE (SBL# 63-2-8) 45 BOWEN ROAD was adopted at the regular meeting of the Town Board of the Town of Warwick duly called and held on Thursday, January 16, 2020 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 17<sup>th</sup> day of January 2020.

SEAL

  
Eileen M. Astorino, Town Clerk

#R2020-71 SCHEDULE PUBLIC HEARING TO PURCHASE (SBL# 63-2-8) 45  
BOWEN ROAD

Motion Councilman Kowal, seconded Councilman Gerstner to adopt a resolution to schedule a public hearing regarding the purchase of 85+/- acres located at 45 Bowen Road (SBL# 63-2-8). Said hearing to be held on Thursday, February 13, 2020 at 7:00 p.m. or soon thereafter at Town Hall, 132 Kings Highway, Town of Warwick.

Motion carried (5 Ayes, 0 Nays) Supervisor Sweeton declared this resolution duly adopted.

X

**Warwick Town Clerk**

**From:** John Cappello <jcc@Jacobowitz.Com>  
**Sent:** Thursday, February 06, 2020 3:59 PM  
**To:** Michael Sweeton; Laura.Barca@hdrinc.com  
**Cc:** Warwick Town Clerk; Town of Warwick Planning Department; bdastorino@gmail.com; Stephan Kitar; Karen Emmerich; Dave Getz; Jane Samuelson  
**Subject:** RE: Pulpit Rock project on hold

Supervisor Sweeton,  
Thank you for the quick response.

RECEIVED

FEB 10 2020

Town of Warwick  
Town Clerk

**From:** Michael Sweeton [mailto:msweeton@townofwarwick.org]  
**Sent:** Thursday, February 06, 2020 1:32 PM  
**To:** John Cappello; Laura.Barca@hdrinc.com  
**Cc:** Warwick Town Clerk; Town of Warwick Planning Department; bdastorino@gmail.com; Stephan Kitar; Karen Emmerich; Dave Getz; Jane Samuelson  
**Subject:** RE: Pulpit Rock project on hold

CAUTION: This email originated from outside our organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you John for your presentation on behalf of your client and I can assure you all bills from the planning department are reviewed and signed by the town board prior to payment. As with any client copies are always provided when requested. I will point out that in the attached document you provided, your client, Mr. Kitar agreed and consented that when the escrow account fell below 40% he would replenish it. Hopefully now that all has been clarified the process will continue as I assume everyone expects. Thanks again for your correspondence.  
Mike

**From:** John Cappello <jcc@Jacobowitz.Com>  
**Sent:** Thursday, February 6, 2020 12:55 PM  
**To:** Laura.Barca@hdrinc.com  
**Cc:** Warwick Town Clerk <clerk@townofwarwick.org>; Town of Warwick Planning Department <planning@townofwarwick.org>; bdastorino@gmail.com; Michael Sweeton <msweeton@townofwarwick.org>; Stephan Kitar <stephankitar@gmail.com>; Karen Emmerich <karen@lehmangetz.com>; Dave Getz <Getz@lehmangetz.com>; Jane Samuelson <Jane@ep-pc.com>  
**Subject:** FW: Pulpit Rock project on hold

Dear Ms. Barca,

Mr. Kitar has forwarded me your email threatening to cease review of his application and delay the adoption of the scoping outline on the ground that the escrow account for consultants' review fees is running low. I am attaching for your review Chapter 75 of the Town of Warwick Code entitled "Development Fees". Section 75-3 A (1) (b) entitled "Site Plan Review fees" does require that the applicant pay the cost of the planning board securing the advice and assistance of consultants in review of the application. I understand from the ledger you provided that all such consultant fees have been paid. The applicant is therefore not in arrears and is in compliance with the law.

The requirement that an escrow account be set up is contained in Section 75-3 A (2) (a) (6) which clearly applies to "Land Subdivision", which is not applicable. Under SEQRA the Board



can recover the costs of reviewing an EIS (6NYCRR Section 617.13). However this project is still at the scoping stage.

Regardless of this law Mr. Kitar has replenished the escrow today. That payment is paid under protest. Please provide Mr. Kitar the backup invoices with a description of the time spent, by who and for what purpose, along with proof that the invoices have been audited by the Town Board before they are passed on to the applicant. Going forward, please provide this information to Mr. Kitar whenever the Board's consultants submit and bill to the Town. Also please copy me on any correspondence and or emails to Mr. Kitar going forward.

I am copying this email to the Town Clerk, Attorney for the Town, Planning board Chair and Supervisor for their review and consideration. This will help to ensure that we proceed in a manner that will result in a fair review of the application, ensure that the Town is reimbursed for reasonable review expense it may incur and avoid any future misunderstanding.

In anticipation of this please confirm, that the scoping outline consideration is on the Planning board's agenda.

Thank you for your consideration.



## John Cappello

Partner

Jacobowitz and Gubits, LLP  
158 Orange Ave., P.O. Box 367  
Walden, NY 12586  
(845) 778-2121 x 231  
Fax (845) 778-5173  
[jcc@jacobowitz.com](mailto:jcc@jacobowitz.com)  
[www.jacobowitz.com](http://www.jacobowitz.com)

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**From:** "Barca, Laura" <>

**Date:** February 4, 2020 at 12:50:00 EST

**To:** "Steve Kitar ([stephankitar@gmail.com](mailto:stephankitar@gmail.com))" <[stephankitar@gmail.com](mailto:stephankitar@gmail.com)>

**Cc:** "" <[bdastorino@gmail.com](mailto:bdastorino@gmail.com)>, "[finkted@gmail.com](mailto:finkted@gmail.com)" <[finkted@gmail.com](mailto:finkted@gmail.com)>, "[karen@lehmangetz.com](mailto:karen@lehmangetz.com)" <[karen@lehmangetz.com](mailto:karen@lehmangetz.com)>, Jane Samuelson <[Jane@ep-pc.com](mailto:Jane@ep-pc.com)>, Town of Warwick Planning Department <

**Subject:** Pulpit Rock project on hold

Mr. Kitar,

In accordance with your Escrow Account Agreement with the Town of Warwick Planning Board, all Planning Board consultants have stopped review of your project. I attached a copy of your agreement to this email to help you understand the planning board process. At the time of submittal, the planning board escrow is required to be current. This means that if you have received a letter from the planning board secretary requesting additional escrow prior to the submittal date and the additional escrow has not been received by 3pm on the submittal date, then your submittal is not complete and will not be reviewed.

The planning board professionals are not currently working on your project because the escrow has not been replenished, as requested by the planning board secretary on January 08, 2020 (also attached). Not having this week to prepare the required Draft Scoping Document this week will likely result in a delay of your project. I typically do not reach out to the applicant directly to discuss matters that are not engineering in nature, but I wanted you to know that your project is currently on hold; I did not want you to find out this information at Monday's workshop meeting.

Please reach out to Connie as soon as you can to update your escrow so that the Planning Board professionals can resume preparation for the February 10, 2020 workshop meeting. (845) 986 – 1127, ext. 261.

Thanks,  
Laura

**Laura A. Barca, PE**  
D (201) 335 – 9473 F (201) 335 – 9301  
Front Desk (201) 335 - 9300  
[hdrinc.com/follow-us](http://hdrinc.com/follow-us)

**From:** Town of Warwick Planning Department [<mailto:planning@townofwarwick.org>]  
**Sent:** Monday, February 3, 2020 11:48 AM  
**To:** Steve Kitar ([stephankitar@gmail.com](mailto:stephankitar@gmail.com)) <[stephankitar@gmail.com](mailto:stephankitar@gmail.com)>  
**Cc:** [bdastorino@gmail.com](mailto:bdastorino@gmail.com); Barca, Laura <[Laura.Barca@hdrinc.com](mailto:Laura.Barca@hdrinc.com)>; [finkted@gmail.com](mailto:finkted@gmail.com);  
[karen@lehmangetz.com](mailto:karen@lehmangetz.com); Jane Samuelson <[Jane@ep-pc.com](mailto:Jane@ep-pc.com)>  
**Subject:** Pulpit Rock Escrow Account Letter 1-8-20

Dear Steve,

Please see attached an escrow letter, dated January 8, 2020 that was sent regular mail to you regarding the Pulpit Rock Inn Escrow Account. As of 1/8/20 your escrow account has fallen below the minimum requirement to continue review of your project. Please submit a check payable to the Town of Warwick in the amount of \$10,580.93 to continue the review of your project.

Please be advised that the Pulpit Rock is scheduled to be on the 2/10/20 Planning Board Work Session for the 2/19/20 Planning Board Meeting to finalize the Draft Scoping Document. Your project has currently been going through the SEQRA process and review by the Town's Professionals is currently being done. If the escrow check in the amount of \$10,580.93 is not received by the 2/10/20 PB Work Session, we will have to remove your project from the agenda which could hold up the SEQRA process.

If you have any questions, please don't hesitate to contact me at Ph. #986-1127 ext. 261.

Please confirm back to me once you have received this email.

Thank you,

Connie  
PB Secretary

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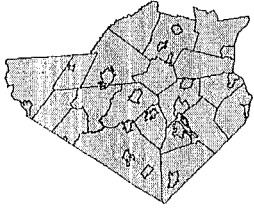
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**ORANGE COUNTY MUNICIPAL PLANNING FEDERATION**  
**C/O ORANGE COUNTY DEPARTMENT OF PLANNING**  
**124 MAIN ST GOSHEN, NY 10924**  
 PHONE: 845.615.3840 FAX: 845.291.2533  
[www.orangecountygov.com/planning](http://www.orangecountygov.com/planning)

RECEIVED  
 FEB 10 2020  
 Town of Warwick  
 Town Clerk

*The Orange County Municipal Planning Federation*  
**Annual Scholarship**  
**Submission Deadline: May 29, 2020**

The Orange County Municipal Planning Federation Scholarship program is an annual \$1000.00 scholarship for a High School Senior who has been accepted to a college and is enrolled in a program. The scholarship is awarded annually and a different candidate will be chosen each year. This award will be presented at the Orange County Association of Towns and Villages meeting on July 28, 2020 at a location to still be determined. **Attendance at the Orange County Association of Towns and Villages meeting will be mandatory in order to accept the scholarship.**

**Candidates Must:**

- **Be a resident of Orange County, New York**
- **Be enrolled in or pursuing a full-time Degree in one of the following subjects / disciplines:**  
*Geography; Urban, Regional, or Community Planning; Urban Design and/or Landscape Architecture; Architecture; Cartography / Geographic Information Systems (GIS); Civil Engineering and/or Surveying; Environmental Studies/Sciences; Public Administration; or a related field.*

Please complete the application and submit to the OCMPF Board at 124 Main Street Goshen, NY 10924. Any questions can be directed to Carrie Scali at [cscali@orangecountygov.com](mailto:cscali@orangecountygov.com) or 845-615-3866.

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_  
 Parent's Name and Address: \_\_\_\_\_  
 High School: \_\_\_\_\_  
 College/University attending/Date of Acceptance: \_\_\_\_\_  
 Applicable Extra-Curricular Activities: \_\_\_\_\_  
 Community Involvement: \_\_\_\_\_  
 Other Awards: \_\_\_\_\_  
 Class Rank/Grade Point Average: \_\_\_\_\_  
 Scholarships Awarded (if any): \_\_\_\_\_  
 Major Area of Study: \_\_\_\_\_

Provide three references from scholastic community (i.e. teachers, coaches, principals, advisors): \_\_\_\_\_

Describe on attached sheet your possible interest in the field of community planning and your future goals in this area in 200 to 300 words.

\_\_\_\_\_  
 Applicants Signature

X

**Warwick Town Clerk**

**From:** Smith, Mary Pat <MPSmith@orangecountygov.com>  
**Sent:** Wednesday, January 22, 2020 3:37 PM  
**To:** Abraham Wieder (gskj@thejnet.com); Anthony Cardone, III (supervisor@monroeny.org); Bob Livsey (blivsey@highlands-ny.gov); Bookkeeper-Town of Mt. Hope; Brendan Coyne (mayor@cornwall-on-hudson.org); Brian Maher; Brian Wona (mayor@villageofotisville.com); Chad Volpe (supervisor@townofmounthope.org); Charlie Carnes, T. Crawford Supervisor; Christine Cavaliere; Christine DiPoalo (villageclerk@villageofotisville.com); Christine Durante (tc@townofhamptonburgh.org); CTucker@monroeny.org (CTucker@monroeny.org); Dan Doellinger (ddoellinger@thetownofchester.org); Darlena Decker (ddecker@bloominggrove-ny.gov); David Zubikowski; Deborah Heppes (deborah.heppes@ouboces.org); Denise Quinn; Dennis K. Leahy (dennisk.leahy@gmail.com); Depew, Sharleen; Desiree Potvin (info@townofwoodbury.com); Diane Loeven; dmatthews@tuxedopark-ny.gov; Donna Matthews (townclerk@tuxedogov.org); Douglas Bloomfield (dbloomfield@townofgoshen.org); DPW, Port Jervis; Warwick Town Clerk; Florence Santini (fsantini@townofdeerpark.org); Frank DenDanto III; Frank Palermo (supervisor@woodburyny.us); Gary Spears (gspears@townofdeerpark.org); George Meyers; Gil Piaquadio (supervisor@townofnewburgh.org); Hecht, William; Jack Finnegan; Jennifer Schnaars (jschnaars@MonroeNy.Org); Jesse Dwyer (jesse@villageofgreenwoodlake.org); John Revella (johnrevella@hvc.rr.com); Joseph Bucco; Joseph D'Onofrio (mayorjoe@highlandfallsny.org); Joseph M. DeStefano (mayor@middletown-ny.com); June Gunza (jgunza@highlands-ny.gov); June Patterson (jpatterson@highlands-ny.gov); Kathleen Myers (clerk@townofmounthope.org); Kelly Allegra; Kelly Decker, Mayor, Port Jervis; Kenneth English; Linda Zappala (Lzappala@thetownofchester.org); Marasco (lmarasco@cornwallny.gov); Mark Coleman (mark.coleman@ouboces.org); Martin Howard (mayor@unionvilleny.org); Smith, Mary Pat; Michael Newhard (Mayor@VillageofWarwick.Org); Michael Queenan; Michael Sweeton; Michelle Baker; Nancy Proyect; Neil Dwyer; Patricia (patricia@villageofgreenwoodlake.org); Priscilla Gersbeck (PGersbeck@Townofgoshen.org); Ralph Ford (minisinksupervisor@yahoo.com); Rebecca Rivera (riveravc@frontiernet.net); Renata McGee (townclerk@cornwallny.gov); Richard Randazzo (rrandazzo@cornwallny.gov); Robert C. Jeroloman (supervisor@bloominggrove-ny.gov); Robert S. Jankowski (townofhamptonburgh@hvc.rr.com); Robin Waizenegger; Sally Crawford (minisinktownclerk@gmail.com); Sheila Almond (sheila.almond@ouboces.org); Stephen L. Brescia (villageofmontgomery@hvc.rr.com); Stephen Welle (mayor@villageofharriman.org); Susan Savage (susan.savage@dos.ny.gov); T. Crawford Town Clerk; Tara Stickle (tstickles@townofmontgomery.com); Theresa Whelan; Thomas Bell (mayor@villageofchesterny.com); trustee david10987@gmail.com; William Worden

**Subject:** FW: JANUARY 30th MEETING  
**Attachments:** 2018 County of Orange Shared Services Plan - Final.pdf

RECEIVED  
 JAN 22 2020  
 Town of Warwick  
 Town Clerk

Good afternoon,

I hope that 2020 is off to a wonderful start for all of you!

Please note that the Orange County Shared Services Panel will reconvene on Thursday, January 30<sup>th</sup>, at 3:00pm in Classroom 1 of the Emergency Services Center (22 Wells Farm

Road). This initial meeting of 2020 will be to finalize our 2019 submission, due to the State by early March. Please review the 2018 plan (attached) and come to next week's meeting prepared to primarily discuss the parts of the 2018 submission that can be included in our 2019 Plan.

An application for reimbursement for our 2018 submission will be due to the State in the Spring and will be addressed at a later meeting.

Please let me know if you have any problems or questions.

Thank you!

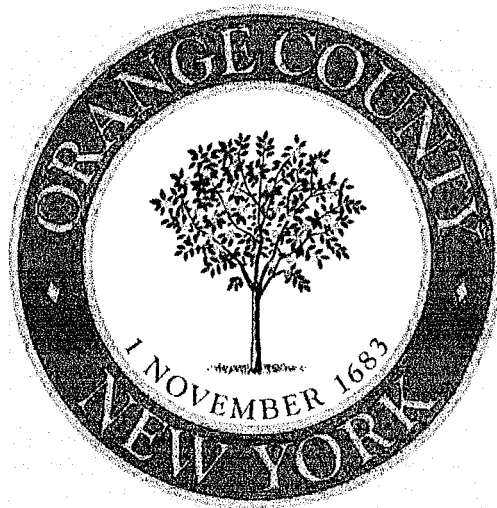
*Mary Pat*

***Mary Pat Smith***  
***Assistant to County Executive Steven M. Neuhaus***  
*Orange County Government Center*  
*255-275 Main Street, 3<sup>rd</sup> Floor*  
*Goshen, New York 10924*  
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ORANGE COUNTY, NEW YORK  
2018 COUNTY-WIDE SHARED SERVICE  
PROPERTY TAX SAVINGS PLAN



Submitted to New York State

September 14, 2018

# Orange County Shared Services Panel

**Honorable Steven M. Neuhaus**  
**County Executive**

Honorable Joseph M. Destefano  
Mayor, City of Middletown

Honorable Torrance Harvey  
Mayor, City of Newburgh

Honorable Kelly B. Decker  
Mayor, City of Port Jervis

Honorable Robert C. Jeroloman  
Supervisor, Town of Blooming Grove

Honorable Alexander Jamieson  
Supervisor, Town of Chester

Honorable Richard Randazzo  
Supervisor, Town of Cornwall

Honorable Charles Carnes  
Supervisor, Town of Crawford

Honorable Gary Spears  
Supervisor, Town of Deerpark

Honorable Douglas Bloomfield  
Supervisor, Town of Goshen

Honorable Michael D. Rost  
Supervisor, Town of Tuxedo

Honorable Edward A. Diana  
Supervisor, Town of Wallkill

Honorable Michael Sweeton  
Supervisor, Town of Warwick

Honorable John R. Razzano  
Supervisor, Town of Wawayanda

Honorable Frank Palermo  
Supervisor, Town of Woodbury

Honorable Jesse Dwyer  
Mayor, Village of Greenwood Lake

Honorable George Hossann, Jr.  
Supervisor, Town of Greenville

Honorable Robert S. Jankowski  
Supervisor, Town of Hamptonburgh

Honorable Mervin R. Livsey  
Supervisor, Town of Highlands

Honorable Ralph J. Ford  
Supervisor, Town of Minisink

Honorable Anthony Cardone  
Supervisor, Town of Monroe

Honorable Rodney Winchell  
Supervisor, Town of Montgomery

Honorable Chad Volpe  
Supervisor, Town of Mount Hope

Honorable George A. Green  
Supervisor, Town of New Windsor

Honorable Gilbert J. Piaquadio  
Supervisor, Town of Newburgh

Honorable L. Stephen Brescia  
Mayor, Village of Montgomery

Honorable Brian W. Wona  
Mayor, Village of Otisville

Honorable James Lofranco  
Mayor, Village of South Blooming Grove

Honorable David C. McFadden  
Mayor, Village of Tuxedo Park

Honorable Martin Howard  
Mayor, Village of Unionville

Honorable Susan M. Rumbold  
Mayor, Village of Walden



Honorable Stephen H. Welle  
Mayor, Village of Harriman

Honorable Joseph E. D'Onofrio  
Mayor, Village of Highland Falls

Honorable Abraham Wieder  
Mayor, Village of Kiryas Joel

Honorable Dennis Leahy  
Mayor, Village of Maybrook

Honorable Michael J. Newhard  
Mayor, Village of Warwick

Honorable Joseph Bucco  
Mayor, Village of Washingtonville

Honorable Michael Queenan  
Mayor, Village of Woodbury

Honorable Neil S. Dwyer  
Mayor, Village of Monroe

**Staff Support:**

David Church, AICP, Commissioner  
Orange County Planning Department

John McCarey, Director  
Orange County Real Property

Karin E. Hablow, Commissioner  
Orange County Finance Department

Orange County Department of General Services  
Stacy Butler, Deputy Commissioner  
Samantha Sweikata, Director of Compliance

Chief Deputy Dennis Barry  
Orange County Sheriff's Office

Timothy Tucker, Budget Analyst  
Orange County Budget Department

County Executive Office

Harry Porr, Deputy County Executive  
Wayne Booth, Director of Operations  
Mary Pat Smith, Assistant to the Executive

Orange County Planning Department

Nicole Andersen, Director of Grants / Interim Community Development Director  
Kate Schmidt, Planner  
Ellen Russell, Executive Secretary

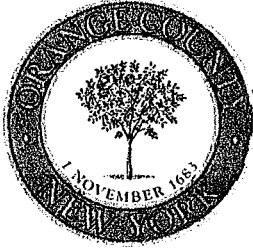
**The County also thanks senior staff from Orange-Ulster BOCES for their active participation and support, representing the needs of school districts in the County.**

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### **Appendix A: County-wide Shared Services Property Tax Savings Plan Summary & Certification**



**STEVEN M. NEUHAUS**

COUNTY EXECUTIVE

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## **Executive Summary of Shared Services Initiative in Orange County**

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August 1, 2018

To: Hon. L. Stephen Brescia, Chairman, Orange County Legislature and  
Honorable Members of the Orange County Legislature

As mandated, and on behalf of the Orange County Shared Services panel, I'm pleased to present to the Orange County Legislature a preliminary draft of our Shared Services Plan. The Proposed Plan includes the Countywide Public Safety Communications Project as the main initiative and highlights many other initiatives that the Panel has investigated and will continue to research. The main proposal of the interoperability radio program will not only save municipalities money; but will also provide an important public safety benefit.

It was very gratifying to work collaboratively with the members of the Orange County Shared Services Panel and I was impressed with the discussions that took place and the cooperation that was apparent among the members. We worked diligently together to explore different cost savings opportunities to ensure that Orange County is fully maximizing our property tax savings and the one-time match of the net savings being offered by New York State.

I'm proud of all that Orange County currently does with and for our municipalities, including our excellent sales tax sharing ratio and our collaboration on health code enforcement. I thank the members of the Shared Services Panel for the challenging work and effort that they have put forth and I am eager to continue our efforts to work for the benefit of the residents of Orange County.

*Steven M. Neuhaus*  
*County Executive*

## **Introduction of Shared Services Initiative in Orange County**

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In April 2017, New York State established a County-Wide Shared Services Initiative as part of the proposed budget. This document serves as the Shared Services Property Tax Savings Plan for Orange County, New York as called for in this Initiative. An overview of Orange County's work to date on this Plan is included, along with a listing of background on actions addressing the four categories that New York State identified in its guidance for this Initiative. Those categories are actions towards; (1) the elimination of duplicative services, (2) shared services, such as joint purchasing, shared equipment, shared facilities, energy and insurance purchasing cooperatives, etc., (3) reduction in back office administrative overhead, and (4) better coordination of services.

Orange County has a long and rich history of community collaboration and sharing of services between municipalities and amongst agencies and departments. Ranging from court services, equipment sharing, staff trainings, to zoning map maintenance – local governments here have been readily cooperating for many decades. Indeed, Orange County is one of the first and earliest counties in New York State to organize and regularly convene an Association of Mayors and Supervisors, as well as a County Municipal Planning Federation, a County Highway Superintendents group, and a similar County Tax Assessors group. This active legacy will continue as outlined in Existing Shared Services descriptions later in this Plan, and the Shared Services Projects that are described here and are the foundational elements of this Plan.

In 2017, the Orange County Shared Services Panel, chaired by County Executive Steven M. Neuhaus voted to submit its Shared Services Plan in the 2018 term defined by New York State. There are a significant number of potential and recommended actions under consideration in Orange County. Also influencing the decision for the vote were time constraints and the obligation to submit the most cost effective and efficient Plan to New York State towards advancing shared services and potential New York State reimbursements. A justification for this 2018 submission schedule was voted on by the Shared Services Panel on August 21, 2017 and was made public and provided to New York State.

Leading up to the adoption of the plan and beyond, the team assembled by Orange County has been working to gather and analyze ideas from the entire county's local government, chief executives, other stakeholders, and the public, in order to finalize the plan. This Draft 2018 submission, includes a listing and definition of all recommended Actions. In August, prior to Legislative Committee review of this Draft, financial analysis will be completed for these projects as well an allocation plan for distribution of the one-time New York State match of net

savings realized by such Actions shared with municipal and other partners involved with the Plan Actions.

The County Executive's office specified that our approach to this task had to be one that was driven from the community and municipal leadership and staff, and that every community seeking participation had to be heard. This Plan reflects that inclusive and open process.

## **2017 Shared Services Plan Development Process**

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### **Establishment of Shared Services Panel**

As Chief Executive Officer (CEO) of Orange County, New York, County Executive Steven M. Neuhaus chairs this Plan initiative as well as a Shared Services Panel. The County Executive appointed and convened a Shared Services Panel composed of every Town Supervisor and every City and Village Mayor within Orange County. That Panel is supported by County Executive staff with technical assistance from the County Planning Department and other Department management staff as needed. The County and Panel have also received direct advice from staff of the New York State Association of Counties, as well as from the New York State Department of State. The assistance and input of all involved is significant and much appreciated.

### **2017 Shared Services Panel Meetings**

The Shared Services Panel convened three (3) times in 2017 – July 13 and July 27 in the Orange County Emergency Management Center, Goshen, New York, and August 21 as the agenda for the August meeting of the County Association of Mayors and Supervisors meeting in Newburgh. At all three (3) meetings a full majority / quorum of the 43 Mayors and Supervisors were in attendance, with others represented by municipal staff or elected officials.

#### **July 13, 2017 - Shared Services Panel Meeting**

The Panel meeting was organizational and included a presentation by Stephen Acquario, executive director of the New York State Association of Counties, as well as a brainstorming session to define potential areas for Action. At this meeting, a consensus was conceptually reached that Orange County should consider the option provided by New York State to submit a final Plan in 2018, not 2017. No vote was taken.

#### **July 27, 2017 - Shared Services Panel Meeting**

The Panel meeting included a presentation by County Emergency Management staff on a lead Action, the County-wide Public Safety Communication Project. At this meeting, the Panel

formally voted to include this Project as a lead Action in any Final Plan. A description of this Project and lead Action was included in the Preliminary Draft Plan submitted in 2017. Additionally, other projects and Actions were discussed and the Panel recommended that further Actions be reviewed and included in any Plan. At the meeting, a representative of the New York State Department of State was in attendance and addressed several questions Panel members had regarding process and next steps.

**August 21, 2017 - Shared Services Panel Meeting**

At this meeting, there was additional discussion of potential Actions for the Plan and a review of the existing list of potential Actions. The Panel also included a vote to formally approve the Final County Plan submission date to New York State as September 15, 2018 with a justification agreed upon to submit to New York State relative to utilizing the additional year offered for submission.

Finally, dated August 1, 2017, the County Legislature was provided a Preliminary Draft Plan as discussion at the August Rules & Intergovernmental Affairs Committee meeting led by the County Commissioner of Planning. In 2017, the Legislature opted not to issue an advisory report with recommendations back to the County Executive and the Panel, given their support to defer Plan submission to 2018. However, Legislative comments are incorporated in this Plan.

**2017 Shared Services Public Hearings**

The County Executive hosted a set of three (3) public hearings on the Plan in 2017 as noted below. Comments received were recorded and incorporated into this Plan.

**Public Hearing #1**

Wednesday, August 30th 10:00 a.m.  
Orange County Emergency Services Center, Classroom 1  
22 Wells Farm Road, Goshen, NY 10924

**Public Hearing #2**

Wednesday, August 30th 1:00 p.m.  
Municipal Building Common Council Room, 2nd Floor  
20 Hammond Street, Port Jervis, NY 12771

**Public Hearing #3**

Wednesday, August 30th 4:30 p.m.  
SUNY Orange, Newburgh Campus, Tower Building Room  
1 Washington Center, Newburgh, NY 12550

## 2018 Shared Services Plan Development Process

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In 2018, the Panel reconvened, additional research and outreach resumed, and direct contact, via interviews, was made to municipal leaders in each of the County municipalities. Additionally, senior County staff presented to a monthly meeting of the County school superintendents, who in turn agreed that staff from Orange-Ulster BOCES should participate in Panel meetings and would represent school district interests.

The Commissioner of Planning with County Executive staff also continued bimonthly and, more recently, monthly presentations to the County Legislature Rules and Intergovernmental Affairs Committee to keep leadership up to date, and to gain feedback and project suggestions.

A Shared Services webpage was added to the County Executive's section of the Orange County website to provide information related to shared services. Contact email lists of Supervisors and Mayors, NYSDOS staff, school district superintendent emails, and internal contacts were compiled.

### **County Department meetings to discuss the plan and potential projects:**

The initial list of conceptual shared services projects was shared via email with all County Department heads for their input on ways in which in the County could partner with municipalities to save money. Feedback also included shared service projects that are happening, or could happen with or without County involvement.

Subsequent phone conversations and meetings were held with senior staff in the following Departments:

- County Department of General Services – focused on options for shared procurement.
- Department of Human Resources – focused on personnel and civil service aspects of potential projects.
- Department of Emergency Services – to stay up to date on a lead shared services project and other emergency service project options.
- Department of Public Works – to stay up to date on a lead project, the fleet wash facility, as well as best options for expanding and/or formalizing equipment sharing.
- Office of Real Property – for assistance in reviewing proposed shared assessment services and a possible countywide property revaluation project, and for assistance in preparing property tax savings and allocation financial evaluations for all projects within this Plan.
- Representatives from the following departments also participated in the Shared Services Process including attendance at one or more Panel meetings: County Attorney's Office, Finance, Parks & Recreation, Risk Management, Budget, Board of Elections, and the Sheriff's Office.
- Staff from Orange County Planning, Budget and General Services Departments attended the April 18 Shared Services webinar hosted by NYSDOS.

An itemized listing of potential shared services projects with details was developed in early January 2018. This listing was based on examples and ideas from other initiatives researched, including from

those found on the NYS DOS and the NYSAC webpages, as well as from other online and printed sources including presentation by The Rockefeller Institute.

This initial list of conceptual shared services was emailed out to all Mayors, Supervisors, Municipal Clerks, and administration staff at Orange-Ulster BOCES asking them to document their interest in approximately 75 different potential shared services. Initial anonymous surveys were received back from the following: Town of Blooming Grove, Town of Monroe, Village of Walden, Town of Goshen, Village of Goshen, Village of Harriman, Town of Highlands, Town of Mount Hope, Village of Otisville, City of Port Jervis, Village of Woodbury, Town of Warwick, Town of Woodbury, Town of Walkkill and Orange-Ulster BOCES. Interests conveyed through the 15 surveys received back from municipalities and Orange-Ulster BOCES were compiled into a spreadsheet. The projects were then prioritized based on interest and relative feasibility. These priorities were then compiled in a Word Document through which municipalities and Orange-Ulster BOCES have been asked to provide further details of their interests. We expect this document to be used and updated over the next 3 years based on the changing interests of the municipalities. If interests are documented then other municipalities can reach out to each other to match needs, capacities, and services. Subsequent phone conversations and meetings were held with various municipalities.

## **2018 Shared Services Panel Meetings**

The Shared Services Panel convened monthly through July in the Orange County Emergency Management Center, Goshen, New York – with the exception of a February meeting cancelled due to weather. The Panel will meet August 28 in Newburgh as a prime element of the agenda of the regular Association of Mayors and Supervisors meeting. At that meeting a vote on the Plan and its Projects will be made.

### **January 18, 2018 – Shared Services Panel Meeting**

The reconvened Panel met to discuss both the timeline and schedule for 2018, as well as the status of projects under consideration. County staff also reviewed information from The Rockefeller Institute and others on quality Plan elements and on examples of successful shared services projects, both within New York State and elsewhere. Members agreed to meet monthly in 2018, and to target late June for finalizing the listing of projects to be included in the Plan.

**February 22, 2018 - Shared Services Panel Meeting - Cancelled due to weather.**

### **March 8, 2018 – Shared Services Panel Meeting**

NYS Department of State representative joined meeting to review schedule and protocols for Plan submission and to answer questions. Presentations made by County Office of Real Property as well as Department of General Services on potential projects relevant to tax assessments and services, and on shared purchasing and procurement. A working list of potential projects was review and refined.

### **April 19, 2018- Shared Services Panel Meeting**

Listing of potential projects was further refined. Discussion focused on school safety needs and possible projects, as well as the benefits of actively including representatives from school districts and fire



districts in Panel efforts. Agreement to invite Orange-Ulster BOCES to participate in representation of school districts. Consensus recommendation that panel members would reach out to their other relevant districts, without need to invite them as additional Panel members.

**May 17, 2018- Shared Services Panel Meeting**

County staff reviewed outcomes of ongoing interviews and meetings with municipalities and other interests. Also reviewed meeting with County School Superintendents and Assistant Superintendents of Business. School Districts very interested in collaboration but may look to join effort later in 2019 and beyond. Project listing and priorities further refined. Panel members asked to complete project forms – prepared by staff - for relevant projects. Municipalities also encouraged to consider applications to NYSDOS Local Government Efficiency grants applied for through the NYS Consolidated Funding Application (CFA).

**June 21, 2018- Shared Services Panel Meeting**

Schedule for County Legislature referral, draft and final Plan preparation, and Final Plan submission to NYS discussed and agreed. Listing of projects, and project forms, reviewed and discussed. From discussion, there were several projects amended, dropped, and/or added.

**July 26, 2018- Shared Services Panel Meeting**

Listing and descriptions of draft final projects to be included in Plan were reviewed and finalized one by one. August 28 meeting set for vote on final projects and Plan approval.

**August 28, 2018- Shared Services Panel Meeting**

Scheduled for Newburgh. Vote to approve projects and to submit Final Plan.

**2018 Shared Services Public Hearings**

Convened by the County Executive, a series of three (3) public hearings are scheduled:

**Public Hearing #1**

Thursday, August 30, 2018, 10:00 a.m.  
Municipal Building, 2<sup>nd</sup> Floor  
Common Council Room  
20 Hammond Street  
Port Jervis, NY 12771

**Public Hearing #2**

Thursday, August 30, 2018 1:30 p.m.  
Emergency Services Center  
Classroom 1  
22 Wells Farm Road  
Goshen, NY 10924

### Public Hearing #3

Thursday, August 30, 2018, 4:30 p.m.  
SUNY Orange, Newburgh Campus  
Tower Building, Room 509  
1 Washington Center  
Newburgh, NY 12550

## **Existing Shared Services within Orange County, NY**

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As background, listed and described below are some – not all - of the shared services initiatives already in place within Orange County. The Orange County Shared Services Panel emphasizes that, collectively, municipalities have a long tradition of formal and informal collaboration and sharing, as demonstrated by the following:

### **Emergency Services**

#### **Existing Shared 911 Dispatching:**

- Town of Woodbury provides for Village of Harriman via contract
- Town of Warwick Town provides for Warwick Fire Department, Pine Island Fire Department, Warwick Ambulance Corps, Pine Island Volunteer Ambulance Corps, and Greenwood Lake Volunteer Ambulance Corps.

#### **Orange County Division of Emergency Communications:**

- Emergency Communications serves all 108 Fire/Police/EMS agencies in the County along with providing assistance with inter-County communications;
- Answers all 911 emergency calls placed within Orange County;
- Manages the dispatch of 50 fire departments, 34 police departments, and 24 emergency medical service agencies;
- Works with municipal officials to improve emergency dispatching methods;
- Operates *Automatic Vehicle Location* technology that dispatches police units from all 34 law enforcement agencies to the scenes of serious, life-threatening 911 calls for service.
- 911 purchased a new text message system and supplied it to the county's 110 first responder agencies. It allows 911 to text first responders with emergency calls.

#### **Orange County Division of Emergency Management:**

- Emergency Management serves all 42 municipalities and Emergency Managers in the County through the coordination of additional resources and is also prepared to assist our neighboring counties and the State of New York upon request;
- Coordinates the response of county agencies and provides assistance to local governments during large scale emergencies;

- Works with local governments, volunteer organizations, and private sector entities across Orange County to develop disaster preparedness plans and mitigation projects, and provide training and exercise activities;
- Coordinates Orange County radiological emergency response planning for the Indian Point Nuclear Power Plant, as well as for other radiological incidents, and conducts training of county and partner agencies to support the Orange County Radiological Emergency Response Plan;
- Assists the Federal Emergency Management Agency and New York State Department of Homeland Security for both public and individual assistance whenever a Presidential Disaster Declaration is issued;
- Manages, maintains, and coordinates the Orange County Emergency Operations Center and Mobile Communications Center.

**Emergency Management Goals for 2018:**

- Multi-jurisdictional all-natural hazard mitigation plan approval by the Federal Emergency Management Agency and adoption by all Orange County municipalities.
- Completion of training and use of Mutual Link, an interactive communication and video system, with Drones to enhance the County's ability for real-time on-scene support of emergency events.
- Create and run a County Drone program to assist with mutual aid to local agencies.
- Complete build out of newly redesigned Mobile Command Center.

**Division of Emergency Medical Services:**

- EMS serves all 24 EMS agencies in the County and will assist, when requested, our neighboring counties, neighboring states, and the State of New York.
- Coordinates and assists with the response of all EMS agencies during a large-scale incident;
- Works with all EMS agencies, Advanced Life Support, Basic Life Support, and the Medical Helicopter services to develop response plans for any large-scale emergencies;
- Works with both the volunteer organizations and the private sector groups to develop plans and protocols to be used on a daily basis;
- Works with other county agencies to develop disaster plans, training scenarios and both current and future projects to continually improve services;
- Provides training to our residents by hosting both the Emergency Medical Technician Original and the Emergency Medical Technician Refresher Courses at the Emergency Services facility at least twice a year;
- Works with both West Point and Stewart Airport, both military and civilian sectors, to provide additional EMS resources during any large-scale event, large-scale incident, or when requested as part of the County EMS Mutual Aid Plan;

- Works with the New York State Bureau of EMS, the Hudson Valley Regional Emergency Services Council, and the Orange County Emergency Services Council to both assist with the development and deployment of protocols for all EMS agencies that work within our County.

**Emergency Medical Services Goals for 2018:**

- Continue work with the private sector and Advanced Life Support agencies, that operate in the county to change the way they will operate in Orange County.
- Work with both Air Methods and Air Atlantic, medevac services utilized by Orange County, to develop a system that tracks all air traffic when in or out of service.

**Orange County Division of Fire Services:**

- Serves all 50 fire departments in the County;
- Develops Mutual Aid Response Policy to set minimum standard for number of personnel, training level, and status of members responding to mutual aid requests;
- Coordinates Fire Service resources for all large-scale events in the county and supervises the Arson Investigators;
- Provides education and training on new PESH (spell out?) regulations/standards for volunteer firefighters;
- Commands the county HazMat Team, Technical Rescue Unit, and Fire Training Center.

**Fire Services Goals for 2018:**

- Review and update Orange County Fire Mutual Aid Plan
- Conduct countywide rollout of Credentialing/Accountability system for all Fire Service Fire Responders at the scene of an incident to utilize the same procedures and system.
- Implement Mobile Data Terminals utilizing Mobile CAD to provide real time information for Chief Officers responding to a scene. Information includes any hazardous materials information as well as updates by call takers with additional call information.
- Conduct countywide inventory and resource survey to develop Fire Service Directory. The Fire Services Directory will provide a one stop shop for resource inventories for all Fire Departments. This will allow for quick identification and request of specialized equipment that may be needed at an incident.
- Begin renovation project for Fire Training Center Building and Parking Lot.
- Build O&R Leak Street Natural Gas Training area and program at the Fire Training Center (FTC).
- Design and bid new HAZMAT Truck to replace current aging model (Capital Project 73). The current HAZMAT Truck is outdated and does not meet numerous current safety initiatives as well as does not allow for efficient operation at a HAZMAT incident. The new truck will include all current safety standards as well as allow for efficient team response/operations.
- Implement new Foam Trailer located at FTC and funded by Regional Partnership Grant

- Conduct a Regional Partnership Training evolution (joint training with Ulster, Sullivan and Rockland Counties).
- Receive and implement grant awarded items from FY2015 New York State Division of Homeland Security and Emergency Services Technical Rescue Grant. Equipment includes rope rescue hardware and training, collapse rescue equipment and confined space equipment. This will be utilized by the team to respond to incidents throughout Orange County, including for rescue incidents which are beyond the scope of the local Fire Department.

**Orange County Division of Police Liaison Services:**

- Serves all 34 law enforcement agencies in the county to promote maximum police services for both the day to day events and major emergencies or disasters;
- Establishes and maintains a system of cooperation and reciprocal support among all police agencies;
- Liaison with the County Police Advisory Board to provide guidance and recommendations to County efforts in law enforcement assistance;
- Seeks funding opportunities of mutual benefit to County and local municipalities;
- Law Enforcement Liaison Efforts with local law enforcement agencies to procure and administer Federal Justice Administration Grants for qualifying police departments and to evaluate law enforcement request for assistance in funding police efforts through County funding sources.
- Coordinates county funding of the Police Chiefs Association of Orange County Police Academy and other training opportunities for law enforcement.
- County-Wide Police Information Sharing- provides a law records database which connects 31 police agencies and the District Attorney to a central data exchange server providing real-time access to share information such as case, arrest, persons, and vehicle information.
- Police Automatic Vehicle Location/GPS services (AVL) - Provides AVL/GPS technology to over 300 police units including the Sheriff's Units and local and state police. This allows for the ability to determine the closest police unit to an incident as well as officer safety by knowing the unit location in the event of an officer emergency. A new dedicated and faster public safety broadband link was procured and installed to improve security and assurance of connection during high demand usage.
- *Stop DWI Program*
  - Promotes awareness of the dangers of drinking and driving through active enforcement, prosecution, probation, mental health services, public education, and prevention education and media campaigns. Coordinate activities with the Alcoholism & Drug Abuse Council, Schools, and community organizations;
  - DWI Program Coordinator for 31 police agencies providing over \$250,000 for additional DWI patrols and enforcement efforts. A total of 3,233 hours of DWI enforcement efforts were funded which resulted in 4,557 vehicles stopped and 62 persons arrested for

DWI/DWAI. In addition, grant funded Holiday Crackdown enforcement efforts resulted in a total of 4 DWI/DWAI arrests;

- DWI Program provided calibration of Alco sensors for local police departments;
  - Funds annual All Night Grad parties in 10 local high schools at the rate of \$500.00 per school;
  - The “Not One More” program, a coordinated effort between STOP-DWI, Traffic Safety, Orange-Ulster BOCES, and United Way, provided programs at 7 high schools: Cornwall, Wallkill, Washingtonville, Monroe-Woodbury and Minisink Schools for approximately 1925 teens and parents. The program provides speakers from various areas of the community including but not limited to: Emergency room staff, Funeral Directors, Insurance Agents, Local Judges, victims of crashes (both DWI and non-DWI), offenders, and STOP-DWI program staff.
- *Traffic Safety Program*
    - The Traffic Safety Program is funded through grant money applied for by the County Department of Emergency Services and the “Alive at 25” Program;
    - Teen Driver Safety- 2017 was the 6th successful year of providing “Alive at 25” a court referred teen driving safety awareness course for young traffic offenders, in which local courts have the option to order a traffic violator to a mandated 4-hour program. Over 800 teens were referred for non-alcohol traffic infractions of distracted driving, seat belt use, and aggressive driving.
    - Provided “Hang Up and Drive” program to 1660 students and faculty in Cornwall HS, Wallkill HS, Chester Academy, and Washingtonville HS.
    - Police Officer Jermaine Galloway provided the training *High in Plain Sight* held over two days at the Emergency Services Center reaching almost 400 attendees including law enforcement, probations officers, counselors, teachers, and health and human services professionals.
    - Sgt. Christopher Sanchez, Massachusetts State Police, provided a training for 100 Orange County law enforcement professionals titled, “Innovative and Effective Distracted Driving Enforcement Strategies.”
    - Traffic Safety continues to provide Safe Teen Driving classes to High School students and is included in some schools as part of their requirements to apply for a parking permit. In 2017, presentations were provided in Chester, Cornwall, Pine Bush, Washingtonville, Newburgh Free Academy, Monroe-Woodbury, Wallkill, and Orange-Ulster BOCES Vo-Tech and Public Safety Program, for a total of over 4575 students.
    - Bicycle helmets are distributed free of charge to youth in cooperation with local police departments and at national night out events.

#### Police Liaison Services Goals for 2018:

- Provide Orange County Crime Analyst service to local police agencies and support the New State Crime Analysis Center located in the Emergency Services Center.
- "Go Live" with the interface of the Police Records management System to the county 911 software system.
- New version update of the Impact RMS Police Records System.
- Provide RMS hosting to municipal police departments that are in need of alternative solutions to their existing hardware.
- Expand the regional mobile plate reader central database (LPR) application to include all active LPR user departments.

#### Law Enforcement, Jails, Courts, Prisoner Transport and other shared services

- 2008-Orange County Hudson Valley Regional Jails Collaboration Study- \$50,000- Orange County served as the lead applicant in a High Priority Planning Grant to the NYS DOS under the Local Government Efficiency Grant Program with Sullivan and Ulster Counties as co-applicants.
- 2011-Town of Chester Police Department Functional Consolidation Implementation-NYSDOS-\$210,777
- 2008-Town of Chester Consolidation study of police operations for the Town and Village of Chester-NYSDOS-\$25,000
- Village of Cornwall-on-Hudson and Town of Cornwall work together on police matters providing backup for each other.
- Town and Village of Warwick consolidated police forces in 1990, which has proven to be a great savings to taxpayers over the years. In addition to fiscal dollars, both municipalities jointly analyze and monitor the police services to ensure the safety of our residents.
- The Village of Walden enters into mutual aid agreements with surrounding local governments for Police Services.
- Village of Otisville and Town of Mount Hope consolidated years ago
- Village of Otisville abolished the position of Village Justice and the Village Court transferred these responsibilities to the Town of Mount Hope Court
- Town of Highlands provides court for both Town and Village of Highlands Falls
- Shared Drug Task Force
- Collaborative School Safety
- OC Sheriff provides K-9 Training

#### Shared regional road, highway, and municipal parking lot construction, maintenance and snow plowing

- Many municipalities throughout Orange County share services and equipment on as needed on an informal basis.

- DPW Supervisors and Highway Superintendents participate in the Orange County Superintendent's group, which serves as a means for municipalities to discuss upcoming projects and the need for equipment, manpower, etc.
- Village of Cornwall-on-Hudson and Town of Cornwall routinely share equipment and manpower, and occasionally with other municipalities, including the Village of Maybrook, the Town of New Windsor, and the Town of Highlands for: snow plowing, road repair, and Fourth of July celebration activities.
- Town of Minisink shares paving and other highway related services with the Towns of Wawayanda and Mount Hope as an informal arrangement and on an as needed basis.
- Village of Chester sweeps Village of Florida streets, saving the cost of a street sweeper.
- Town of Monroe and Village of Kiryas Joel have a formal road maintenance agreement
- Town of Walkkill, Town of Mount Hope, and County of Orange have a formal road maintenance agreement
- The Village and Town of Montgomery have an IMA in which the Highway Departments assist each other with the use of equipment and personnel when requested.
- NYSDOT Safe Routes to School grant– The Village of Warwick was awarded a \$497,500 grant for the construction of sidewalks & crosswalks on West Street from Pond Hill Avenue to the Warwick School District to provide a safe access for children walking to and from school. Planning began in 2013, with construction completed by 2015.

#### **Shared and/or joint procurement of highway equipment**

- Many municipalities piggyback on State and county bids. Many municipalities throughout Orange County shared services and equipment on as needed informal basis.
- Most municipalities coordinate snow plowing responsibilities on shared streets so only one municipality (State, County also) has plowing responsibility on particular streets rather than pulling up the plow when they hit the town line.
- Many municipalities use County of Onondaga bids for trucks, state bids for police vehicles, NJPA, and Minnesota.
- Village of Otisville and Town of Mount Hope share highway equipment as needed informally.
- The City of Middletown lends city equipment to surrounding municipalities such as emergency lighting and sanitation vehicles.
- 2007-City of Port Jervis-Joint project between the cities of Port Jervis and Middletown for the purchase and shared services of capital equipment-\$386,400.
- The City of Middletown obtained approximately \$500,000 in state funds (with 20% local match) for the purchase of underground sewer pipe, CCTV cameras, and Vac Truck /Sewer Jet. Rotate the use for certain periods of time with availability made to other municipalities on an emergency basis.
- Village of Warwick collaborates with other local governments to borrow/barter for various DPW equipment. The Village will at various times borrow large equipment needed for specific



projects (i.e. Town of Warwick, Town of Chester, Village of Florida). The local municipality will send over the equipment and provide their operator. The Village provides the same when a municipality needs help.

- Town of Goshen shares their paver and crew with the Village of Florida during larger projects. In return, they utilize the Village of Florida garbage truck and driver during their bulk pick-up weeks.
- Town of Warwick and the Village of Florida assist each other with trucks and a crew for oil and chipping of streets.
- The Village of Greenwood Lake and the Town of Warwick have an IMA for road maintenance and repair, snowplowing and sanding of roadways.

#### **Shared and/or joint procurement of sand and salt**

- Many municipalities piggyback on State and county bids to purchase salt and sand.
- Town of Monroe and Kiryas Joel have an informal agreement.
- Town of Wallkill purchases sand and salt through a formal agreement with New York State OGS.

#### **Shared recycling, composting, hazardous and solid waste, and curbside pickup**

- *2015- Orange County Department of Public Works- Climate Smart Communities- Yard Waste Composting Facility Expansion- \$510,985 - Funding was used to hire staff to manage the facility, to acquire equipment for the processing of material, and to purchase compostable bags and collection bins for project implementation. This will allow the facility to accept food scraps in addition to yard waste from contracted waste haulers in the county.*
- Village of Otisville utilizes City of Middletown transfer station for municipal solid waste.

#### **Shared and/or joint procurement of fuel**

- Many municipalities piggyback on State and county bids.
- Town of Monroe and Town and Village of Kiryas Joel have an informal agreement to purchase fuel.
- Town of Wallkill, City of Middletown, 5 fire companies, and Ramapo Catskill Library have informal agreement to purchase fuel.
- Village of Otisville purchases fuel from Town of Mount Hope through a formal agreement.
- City of Middletown has opted for not building its own fueling station for its D

#### **Code enforcement**

- Sanitary code – County coordinates with current enforcement activities in municipalities – savings created by using existing county personnel to enforce health hazards which fall more in the line of unsafe buildings, which are traditionally the purview of localities.

**Water systems and Water Supply development, operation and maintenance, Shared Water/Sewer line construction and Sewer systems operation, maintenance, and billing, Shared Wastewater Treatments Plants, and Shared Wastewater treatment plant operation and backup**

- Village of Otisville supplies water to NYS prison.
- Town of Wallkill and City of Middletown have informal agreement.
- Town of Highlands purchases water from the Village of Highlands Falls (by contract) for Town residents outside the Village.
- County Department of Health Environmental Engineering staff monitor the contamination in the area feeding Washington Lake that was made public during May 2016. Staff continues to assist the NYSDOH with sampling of public drinking water wells in the area and continues to handle phone calls from concerned citizens. The area of concern was extended to several surrounding areas.
- Elementary School of MVSD and Village of Otisville formal agreement.
- Village of Cornwall-on-Hudson water department works with water departments in the Villages of Walden and Maybrook.
- The Village and Town of Goshen jointly treat sewage from two town subdivisions.
- The Village of Goshen treats water and sewer from Orange County Department of Public Works that is outside of the Village limits.
- The Village of Greenwood Lake and the Town of Warwick have an IMA for maintenance and repair of storm water sewer and municipal water supply infrastructure.
- Interconnections with Wallkill Town, Goshen Town, and City of Middletown in progress - Formal Agreement.

**Orange County Water Authority**

- *2014- City of Newburgh - Northeast Orange County Water Supply Sustainability Project- NYSDOS LGE Program - \$600,000* - The project will provide access to a backup source of water supply to several municipalities located in Northeast Orange County. The project includes upgrades to the City of Newburgh Water Filtration Plant as well inter-municipal connections between the City of Newburgh and the Towns of Newburgh and New Windsor.
- *2010 - Orange County Water Authority - Northeastern Orange County Water Supply Implementation Plan - \$450,000* - This NYSDOS LGE Implementation project seeks to implement the preferred "regional water supply alternatives" recommended in the OCWA's November 2010 NE Orange County Water Supply Feasibility Study. The successful project will generate a facility plan, a Basis of Design Report, and a financing plan for a regional facility anchored by the project partners, OCWA and the City of Newburgh and the Towns of Newburgh and New Windsor.
- *2007-Orange County Planning Dept.- Mid-County Study Group Shared Water Feasibility Study- NYSDOS- \$411,000*
- *2009- Orange County Sewer District #1 Consolidation Study- NYSDOS- \$49,500*

- Indigot – shared use of public property for mutual benefit (County’s Real Property Department plus the municipality’s staffing resources equals revenue for local governments).
- OCWA serves as the Moodna Creek Watershed Council’s fiscal agent and administrative support. OCWA also hosts and maintains the Council’s website. One accomplishment to highlight in 2017 includes OCWA being awarded a \$29,079 grant through the NYS DEC for the Enhanced Moodna Creek Monitoring Program. This grant will help fund the installation of a more advanced stream monitoring system (gauges) within the Moodna Creek Watershed to better understand the impacts of humans and the environment on this crucial watershed that resides entirely within Orange County.
- OCWA provides administrative support as well as acts as the fiscal agent for the Quassaick Creek Watershed Alliance. In addition, OCWA hosts and maintains its webpage.
- In 2016, OCWA received a \$50,000 grant from the NYS DEC to better understand the Monhagen Brook Watershed that encompasses much of the City of Middletown, and parts of the Towns of Wallkill, Wawayanda, and Mount Hope. Some accomplishments in 2017 include partnering with Riverkeeper to do a Stream Clean Up Event that resulted in 11 bags of trash, tires, shopping carts and more being removed from the Brook behind Shoprite, stream water quality and phosphorous testing, and creating a committee that meets regularly to help guide the creation of the first ever Plan for the Watershed.
- OCWA partnered with the Wallkill River Watershed Alliance to create a bi-County group to implement recommendations of the Wallkill River Watershed Plan. In 2017, OCWA received a \$8,850 grant through the Hudson River Valley Greenway Conservancy to develop a public recreational water trail along the Wallkill River from Warwick in Orange County to New Paltz in Ulster County. The purpose of the project is to improve accessibility to and awareness of the River for its scenic and recreational use, while promoting municipalities and businesses along the route. Project work will begin in 2018.
- In 2017, OCWA applied for and was awarded a \$1,723,870 grant through the NYS DEC’s Water Quality Improvement Program (WQIP) to research and acquire land or easements to protect the City of Newburgh’s water supply sources, specifically Washington Lake and Browns Pond. Grant match will be provided by in-kind services, the Orange County Land Trust and Scenic Hudson who volunteered to provide funding for this important project.
- OCWA has offered the Water Conservation Education Program to schools at no cost since 1994. Orange County Water Authority educators visited by invitation every school district in the County and served over 10,000 students in water conservation education. In 2017, OCWA initiated the incorporation of a recycling curriculum as a partnership with the County Department of Public Works.
- In 2017, OCWA kicked off the Estuary Stewardship Through Education (ESTE) Project. Accomplishments include coordinating with school districts to connect students from environmental justice areas to the Hudson River through hands on education & science. Three

field trips were held at Kowawese Unique Area County Park in New Windsor for students from Newburgh and Middletown.

- The Water Authority secured a \$520,200 NYSDOS LGE grant in 2012 allowing OCWA, Orange County, the Town of Crawford, and the Pine Bush Central School District to advance to full design and approval of a new water supply source for the County's largest, and growing unincorporated hamlet of Pine Bush. The project will interconnect the County-owned lands in the Town of Crawford to the existing Pine Bush Water District. THIS IS EXPECTED TO BRING ORANGE COUNTY – after a very long wait – INTO THE WATER SUPPLY BUSINESS by using our assets (3 wells) on County-owned land (Dwaar Kill Properties) to provide water to a municipal partner and generate revenue for OCWA. The Town of Crawford's Pine Bush Water District has experienced water quality issues and by 2020 their supply is expected not to have enough water to meet their baseline demands. In 2015, the Water Authority was awarded another Local Government Efficiency Grant through the NYSDOS in the amount of \$400,000 making the Authority one of the top grantees in the State to begin constructing the project. In 2018, three production wells will be installed at the County-owned Dwaar Kill Reservoir Lands off of Hill Avenue in the Town of Crawford.

#### **Planning, GIS, and Transportation:**

##### **Dial-A-Bus Transit Services with Sponsoring Municipalities**

- Town of Goshen provides DAB for Goshen/Town and Village of Chester.
- Town of Montgomery provides DAB for Town and Village of Montgomery, Village of Walden, Village of Maybrook, and Town of Crawford.
- Town of Warwick provides DAB for the Town of Wallkill.
- Town of Highlands provides DAB for Village of Highlands Falls.
- Village of Harriman contracts with Towns of Monroe and Woodbury.

##### **Planning Assistance for Municipalities**

Directly, or in partnership with the Orange County Municipal Planning Federation and others, provided public education and training workshops on range of topics, from basic zoning to solar installations – nearly 1000 local officials and citizens participated.

##### **Municipal Consolidation and General Shared Services**

- *2009-City of Newburgh- Newburgh Charter Revision & Sustainability Plan-NYSDOS- \$45,000*
- *2005- Town of Chester- Greater Chester Shared Services Feasibility Study and Implementation Plan- NYSDOS- \$39,483*
- In 2015 the Village of Highland Falls received \$50,000 from NYSDOS to complete a Local Government Reorganization Study. The Village of Highland Falls organized a Local Government Reorganization Study Committee which is overseeing the possible consolidation of village and

Town of Highlands services. Currently, the Town of Highlands provides the following functions for the Village of Highland Falls: Trash collection, Recreation Department, Building Department, Planning Board, Zoning Board, Assessor Department, Justice Court, Ambulance, Dial a Bus, and School Resource Officers (SRO). *The Town of Highlands is willing to proceed with further consolidation with the Village of Highlands Falls to provide: Police, Sewer and Water, Highway, and Administration.*

#### **Shared parks, recreation, and programs for senior's administration and maintenance**

- Heritage Trail – The municipality's Real Property plus the County's resources equals recreational opportunities for the public as well as a unique transportation opportunity that can help keep residents living and working in Orange County.
- Healthy Orange Schools and Communities (HOSC) - Orange County Department of Health was awarded a five-year obesity prevention grant from NYSDOH. The OCDOH worked in collaboration with the Port Jervis, Newburgh City, and Middletown City School districts for policy change efforts at the district-level. Newburgh and Middletown have updated School Wellness Policies consistent with the latest USDA guidelines. Environmental changes such as exercise equipment, gardens, walking loops, etc. have been implemented in 6 schools.
- Village of Walden and Town of Montgomery collaborate on parks and recreation.
- Village of Cornwall-on-Hudson and Town of Cornwall work together on summer recreation programs; the village uses the town pool and the town attends the fireman's fair in the village.
- Florida Union Free School District allows the Village of Florida to utilize their facilities for summer and winter recreation programs.
- The Village of Goshen and the Town of Goshen jointly run their recreation programs and jointly administer the Goshen Senior Center.
- Town and Village of Warwick participate annually in a joint youth recreation program for school age children with an extensive program during the summer months. In the past, the program was free to all residents until last year where a \$5.00 per child fee was established.

#### **Animal control, Lyme Disease Prevention, and related Shared Services**

- The County Department of Health spends a significant amount of time on animal bites and rabies concerns. The lack of an Animal Control Officer or follow up in most municipalities on documented domestic animal bites continues to put a drain on county resources. Environmental Health followed up on 664 domestic animal bites to assure that the biting domestic animal is alive and healthy following the 10-day confinement period- and that no rabies treatment is required for the bitten person. The County provides Rabies Clinics throughout the county. In 2017, a total of 367 animals were vaccinated at the clinics at no cost to the owners.
- County Department of Health staff presented at 15 schools and municipalities reaching 713 participants and distributed 2200 Tick Removal kits with corresponding education materials.

- County Department of Health has begun to work with municipal DPWs to create prevention policies and to do staff in-services. Villages of Warwick and Florida have created policies.
- Village of Walden and Town of Montgomery share animal control.
- Village of Otisville and Town of Mount Hope share an Animal Control Officer through a formal agreement.

### **Elections**

- Election equipment costs are absorbed by the County to save municipalities money for elections administered through the Board of Elections. Election support services are provided to villages, school districts, fire districts, libraries and other special district elections.
- Although municipalities may use equipment at no cost, they are responsible to reimburse the county the cost for delivery and pick up.
- Election workers must be from our certified list of election inspectors and municipalities are responsible for payments to those who work the elections.
- Lists of registered voters are provided to 41 Fire Districts, 20 School Districts, 11 Library Districts, 19 Villages, 20 Towns and 3 Cities in Orange County.
- For a decreased rate, the County shares a Dominion Image Cast Voting System and will program the ballot, conduct tests and deliver the machine to the designated polling place.

### **Energy and Utilities**

- The Village of Harriman has converted 30% of its street lights to LEDs through a lease from O&R.
- Rooftop solar challenge through CUNY. Village and Town of Warwick collaboration with multiple municipalities throughout New York State to streamline the approval policy for solar energy initiatives.
- 2011 NYSERDA Clean Cities for purchase of a hybrid bus and 2 electric charging stations located in the Village and Town of Warwick.

### **Shared and/or joint procurement of Information Technology services, cyber security, IT Hardware, software, website development, hosting, and maintenance**

- The Town of New Windsor provides IT services for a set of municipalities.

### **Real Property:**

The Orange County Office of Real Property provides Assessment and Taxation related services to the 20 Towns, 3 Cities, 22 School Districts, and 19 Villages, as well as to engineers, property owners, surveyors, appraisers, and title companies. The Office maintains Tax Maps and ownership information including assessment and tax rolls files for school, town, county, and city taxes. All assessment and tax roll errors are investigated and corrected. The Office apportions the County tax levy and establishes town and special district tax rates.

### **Shared Sales Tax**

- Orange County has one of the most generous sales tax sharing programs in the state.

### **Centralized Property Tax Assessment**

- Orange County's Real Property office assists and supports municipalities with assessments- currently assesses for the Village of Goshen, Town of Goshen, Town of Wawayanda, Town of Chester, and Town of Newburgh.
- Village of Otisville Board voted to make the Village a non-assessing unit for Village Real Property Taxes, combining this service with the Town of Mount Hope.
- Village of Cornwall-on-Hudson and Town of Cornwall consolidated tax assessment.
- Village of Otisville and Town of Mount Hope Assessors are already consolidated.

### **Shared Real Property**

- City of Middletown offers free space in some of their buildings for other governmental entities such as Congressman Maloney, Assemblywoman Gunther, and the Orange County Department of Health.
- BOCES/SUNY Orange/County – space sharing and collaborating in an effort to bring education to the County's cities – saving transportation costs and keeping residents living and working in Orange County.

### **Human Resources**

The Orange County Department of Human Resources is responsible for the administration of Civil Service Law for the departments of County Government, as well as, for all towns, villages, school districts, public libraries, fire, and other special districts. The mission of the Department is to recruit, promote and maintain a highly qualified and productive workforce. The County's human resource needs are achieved in compliance with Federal and State Laws, New York State Civil Service Law and Orange County Civil Service Rules. The Department provides personnel support and guidance to over 2,400 employees of Orange County Government, 41 departments and divisions which includes SUNY Orange, as well as, over 6,000 employees in 83 jurisdictions including all towns, villages, school districts, and special districts. The Department administers labor agreements and fosters a professional relationship with all its unions. The Department manages a merit system for county and municipal employment in accordance with applicable federal, state, and local laws.

The Department is responsible for Civil Service examination administration, discipline and grievance administration, facilitating union negotiations, review and classification of all county and municipal positions, technical Civil Service assistance to departments, towns, villages, schools and special districts, and investigation of Discrimination, Harassment, and Workplace Violence complaints.

The Personnel Management Division provides technical assistance to county departments and agencies as well as municipalities. Staff offers guidance in position classification, allocation, job specification,

specialized employee projects, processing and tracking of FMLA requests, and bi-weekly submission of personnel transactions.

The Civil Service Unit oversees recruitment of employees in the classified service, examinations for employment and promotion, and the application of law and rules governing personnel transactions in the County and in its various municipalities. In 2017, the Unit posted approximately 11,514 municipal personnel transactions and established 161 eligible lists including 62 continuous recruitment updates and 3 preferred eligible lists for competitive class positions for the County, towns, school districts, and Orange-Ulster BOCES in accordance with Section 81 of Civil Service Law. The Unit conducted Civil Service 101 trainings for Town of Wallkill, Orange County Department of Social Services, Monroe Woodbury School District, Goshen Public Library, Village of Monroe, Chester UFSD, Town of Montgomery, and the Town of Goshen. The Unit also attended and presented at the Orange-Ulster BOCES Personnel Administrators Conference. The unit participated in meetings or held phone conferences with the Florida Union Free School District, the Towns of Wallkill, Blooming Grove, and Deerpark, as well as the Orange County Departments of Consumer Affairs, Veterans, and Community Development to discuss various civil service questions/issues.

The Department coordinated DOT Supervisory Reasonable Suspicion Training with Partners in Safety, Inc. for approximately 75 supervisory employees of Orange County, as well as, additional Orange County municipalities as part of the county's shared services.

In 2018, the HR Department will continue on-going efforts to reduce administrative costs and maintain a low provisional rate while providing quality service to both county and municipal appointing authorities. The department will improve communications with all our contacts and reach out to newly elected officials as well as all municipalities to offer a Civil Service 101 training to assist in the administration of their municipal duties.

#### **Shared Worker's Comp Insurance, Health Benefits, and Prescription Benefits**

- County of Orange shares the Workers Comp Fund with SUNY Orange Community College.
- County of Orange shares health, dental, and vision insurance with SUNY Orange Community College.
- 2008-City of Middletown-Orange Municipalities Health Benefits Consolidation Project-NYS DOS-\$26,000

#### **Mental Health**

In 2017, the Clinical Services Division continued to run satellite programs in the Warwick Central School District, the Pine Bush Central School District, the Newburgh Enlarged City School District, and New Windsor Pediatrics. There are plans for continued growth of the satellite programs in 2018 including



expansion with the Department of Social Services and the Probation Department as well as with other school districts and medical providers.

### **Suicide Prevention Committee**

The Orange County Suicide Prevention Task Force has been in existence since December 2005. The committee is comprised of members from community agencies, County Departments, and regional organizations devoted to suicide prevention. The Taskforce has worked through the years to promote awareness and education through training, awareness events, and through the development of resources such as the *Orange County Suicide Prevention School Guide*, the *Friends Help Friends* cards and a Suicide Prevention app for android and ios. Several committee members have become trainers in the Question, Persuade, Refer, (QPR), safeTALK, Mental Health First Aid, and Applied Suicide Intervention Skills Training (ASIST) curricula. To date, thousands of Orange County students and hundreds of Orange County community members and professionals have participated in a suicide prevention training. In addition, the committee has co-sponsored community forums with school districts to promote awareness and to reduce stigma associated with seeking help for mental illness. The committee has assisted school districts with developing their own suicide prevention, intervention, and postvention policies as well as assisted with incorporating suicide prevention training into health curriculum for students. In 2017, the suicide prevention committee continued to offer monthly prevention training throughout the community and targeted consultation and training as requested by several school districts and community agencies. Several committee members assisted with suicide prevention education for 9<sup>th</sup> and 11<sup>th</sup> grade high school students at one of the larger school districts. They also provided *postvention* support to a school district that experienced a death by suicide of a high school student.

### **Community Services Board**

There are seven Community Services Board meetings across the county facilitated by the District Attorney office- Regional 2 (Wawayanda, Middletown and Wallkill),. The Forensic Services Coordinator attends as a consistent representative at all meetings. Participants include police, schools, sheriff's office, town supervisors, mental health, school personnel, state police, and various community agencies, county mental health representation, and Alderman to address relevant community issues with updates on current laws and DA office initiatives. The meetings update stakeholder about any new initiatives, changes or additions in laws, as well as community needs and concerns.

### **Orange County Complete Streets Policy**

The Orange County Departments of Health, Planning, and DPW have collaborated on a Complete Streets Working Group. Staff from the County Planning Department and the City of Newburgh worked together to submit an application to AARP. The City was awarded \$20,000 to make Complete Streets improvements to the Lake Street, Washington Terrace Intersection. County Planning and Health did sidewalk assessment in Village of Warwick. Walking Loop designation planned for Spring 2018. County

Planning staff presented on municipal-level implementation of Complete Streets at the Orange County Planning Federation Conference, for members of municipal zoning/planning boards.

Developed and adopted Countywide Complete Streets policy in July 2017. Implementation in form of technical assistance to municipalities and incorporation into 239 review process underway.

### **Smart Growth Toolkit**

Via partial support from a NYSERDA grant work on a Climate Smart Communities, along with a Hudson River Valley Greenway grant published a Smart Growth Toolkit, a printed and new online tool for citizen and municipal leaders throughout our region.

### **Watershed Design Guide**

Also published a related Watershed Design Guide addressing best management practices for land and development activities addressing watershed and water supply management

### **Climate Adaptation Plan**

Secured a \$55,000 NYS grant to complete a county wide climate adaptation plan, organized around primary watersheds of the County.

*2016- Orange County Planning Department- Climate Smart Communities – NYSDEC-\$51,034- Orange County, in partnership with the State University of New York at New Paltz, Wallkill River Watershed Alliance, and Orange County Water Authority is undertaking three Certification Actions: 6.17 - Develop a county-wide Natural Resource Inventory (NRI); 7.1 - Conduct a vulnerability assessment; and 7.4 - Develop Climate Adaptation Strategies. Work will be conducted countywide, but structured to address watershed-specific issues and opportunities.*

### **Natural Resources Inventories & Technical assistance**

Provided Natural Resources Inventories and Maps to the Towns of Blooming Grove and Cornwall along with the Village of Cornwall-on-Hudson and the Town of Montgomery is in progress.

Provided assistance to multiple municipalities – examples:

The Village of Highland Falls helped secure a NYS Hudson River Valley Greenway grant and working to local committee to study feasibility of acquisition and redevelopment of the waterfront at the former train station.

The City of Port Jervis working on committee to develop a kayak/canoe based whitewater park along the Delaware River. Also assisting additional committee on work to update City Plan and Zoning.

### **Intergovernmental Grants Unit**

Intergovernmental Grants Unit develops competitive applications, provides post-award grant oversight through quarterly tracking, solves programmatic and fiscal issues with state/federal agencies and

supplies technical assistance and guidance to departments and outside agencies. The Grants Unit works across a broad spectrum of subjects and disciplines to identify and encourage collaboration between county departments, its municipal partners and non-governmental organizations, providing momentum for projects identified as county priorities.

- Submitted a 2017 NYS Consolidated Funding Application and was awarded \$1,723,870 for the Orange County Water Authority (OCWA) to partner with the City of Newburgh, Orange County Planning Department, Orange County Land Trust, and Scenic Hudson on a land acquisition program for the protection of surface water bodies permitted as a drinking water supply for the City of Newburgh. The program will focus on the purchase of land or perpetual conservation easements on properties that, if developed, would negatively impact water quality of Washington Lake and Brown's Pond (Silver Stream Reservoir). Partners have mapped and identified potentially conservable parcels within watersheds and will prioritize for acquisition. Once prioritized, parcels will be analyzed by the City of Newburgh, OCWA and County Planning for importance relative to the water quality of the City's reservoirs. Partners will then reach out to find landowners willing to sell or donate land or conservation easements on properties with existing wetlands or riparian buffers. Goals are to complete 1-5 land or easement acquisition projects, build landowner relationships for future acquisitions and gain knowledge on properties most important for protection of the water quality of Washington Lake and Brown's Pond.
- The Grants Unit assisted the City of Newburgh in its Consolidated Funding Application to the Local Waterfront Revitalization Program which was awarded \$280,000\* to complete the final design for demolition of the City's existing unsafe pier and construction of a new public Newburgh Landing Pier located on the city's Hudson River waterfront. Newburgh is the only deep water port between New York City and Albany, making this pier an important asset to the region. The Newburgh Landing Pier has been closed since 2014 based on findings from a structural assessment when it suffered extensive ice damage. The existing pier needs to be demolished and completely reconstructed for conformance with current building codes and to facilitate larger commercial ships for tourism, recreation, environmental education programming, and economic development.  
\*This grant amount is not reflected in the \$4.65 million listed above.
- The Grants Unit webpage was updated to include grant resources for non-profit organizations and municipalities within Orange County. This page will be continuously updated with grant opportunities.
- *2013 – Orange County Planning Department – Sustainable Orange – Empowering Sustainability in Local Communities – NYSERDA CGC2 - \$217,000* - Led by Orange County, the project will implement the recently completed Mid-Hudson Regional Sustainability Plan through research and incorporation of amendments to municipal plans, policies, and codes administered by the County of Orange as well as four municipalities. The project will disseminate the best practices and lessons learned in this initiative to other local governments in Orange County and in the adjoining Mid-Hudson region through an education and outreach campaign.

- *2011 – Orange County – Mid Hudson Regional Sustainability Study – NYSERDA - \$685,000 -*  
Develop a Regional Sustainability Plan for the Mid-Hudson region that will establish a sustainability baseline including inventories of greenhouse gas emissions and energy use. The plan will assess sustainability indicators including economic assets, liabilities, and opportunities as well as transportation, land use, and natural resources. The plan's long-term and short-term goals will address improving energy efficiency, promoting renewable energy and reducing carbon emissions. Once the plan is completed, it is intended to inform municipal land use policies, guide both public and private resource investments in infrastructure and identify tangible actions to reduce greenhouse gas emissions.
- City of Middletown and Town of Wallkill have jointly applied and successfully obtained a grant for development of a Joint Natural Hazards Mitigation Plan. Work is in progress with 20% local match.
- Village of Warwick, Florida and Greenwood Lake partnered with the Town of Warwick to develop a town-wide hazard mitigation plan. Costs were shared amongst the 4 municipalities.

## LIST OF PROJECTS FOR NYS FINANCIAL INCENTIVES

Below is the working list of projects proposed for inclusion in the 2018 Shared Services Plan. These projects have the following characteristics:

- 2 or more local governments have expressed interest in participation.
- The project is new in 2019, or would be formalized via intermunicipal agreements, be expanded or have new partners in 2019.
- Is potentially eligible for NYS financial incentives (that is will show property tax savings) and will be evaluated and presented for such incentive payments.

Please note – these projects have been culled from a larger list of projects from other sources, meetings, and Shared Services Panel discussion. These projects will be more fully defined, with names partners and financial analysis, as part of the Draft Plan. Panel members will review that draft prior to August 1, and prior to submission and comment from the Orange County Legislature.

August will be the time for further comments, refinement of projects and the Plan documents, and completion of all required financial analysis.

At the August 28, 2018 meeting of the OC Association of Mayors and Supervisors will be a vote to approve the Plan and included projects – allowing additional time for final edits and Plan submission by the September 15 deadline to NYS.

The three (3) lead projects are:

**1) Countywide Public Safety Communications/Radio Project - est 2019 savings \$2,072,000**

One Hundred and Ten agencies from numerous Orange County fire departments, police departments and emergency medical service companies are interested in partnering with the County of Orange to streamline public safety radio communications.

In 2013, the County of Orange was awarded a Round 2 Statewide Interoperable Communications Grant (SICG) for \$5,998,000 to improve interoperable communication by expanding existing or previous SICG projects and consolidating or developing large-scale, regional land mobile radio (LMR) systems for public safety use. The project supported a multi-jurisdictional and multi-discipline approach, including more than two other counties and State agencies. This SICG project funding was the start of a greater project, totaling \$35 million, which will build a County-wide emergency radio system.

When complete, Orange County intends to build out its microwave infrastructure solution to interconnect to our HVICC counties and provide for an extension of Orange County's new public safety 700/800 MHz P-25 radio communications solution. This new regional connection will provide for inter-county utilization of National, State & local public safety channels. The project will include the building out of fifteen (15) tower sites within a state-of-the-art system. Radios will be distributed to 3,500 end users in every emergency service provider in the county, including 110 police, fire and EMS agencies.

**2) Orange County Shared Water Efficient Fleet Wash Project – est 2019 savings \$92,000**

Orange County will lead a demonstration project for sharing of a fleet/vehicle wash facility in the central location of Goshen. This will complement a shared project lead by the Town of Wallkill. Additional shared facilities will be defined for the far eastern and western regions of the County.

The Orange County Department of Public Works (OCDPW) applied to the NYS Department of State for a 2018 Local Government Efficiency Grant to construct a 40' x 50' shared water efficient fleet wash to accommodate motor pool cars, trucks and heavy equipment from the County and partner municipalities, the Town and Village of Goshen. The pilot project is proposed to be constructed at the Goshen DPW site and will utilize green technology to reduce water demand and prevent discharge of various contaminants to nearby ground and surface water systems. While more than a dozen municipalities were interested in joining in the project, partners were limited to the two municipalities in closest proximity to the site. If funded, and the project is successful, the County will look for opportunities to duplicate the project in other locations around the county with other partners.

Goals of the project include: extended useful life of County and municipal owned vehicles, especially salt and sand trucks, through regular and effective washing; reduced costs for project partners through a shared sustainable service; and reduced runoff for protection of ground and surface water. Cost savings are expected by extending the useful life of fleet vehicles and reduction of repair costs. Currently, fleet vehicles are washed outdoors at a manual station. The process is not efficient or environmentally sound, and fleet vehicles are often not properly maintained. If properly washed of salt, sand and debris, it is expected fleet vehicles will have an extended useful life of approximately 2 years. The cost to own each vehicle will drop, and cost savings will be realized through the long-term reduction in debt service.

The Town of Tuxedo, Village of Tuxedo Park, and Tuxedo Union Free School District propose to utilize a shared fleet washing facility for school buses, town highway equipment and the Dept. of Public Works highway equipment. Benefits will include environmental protections of discharge of materials to clean the buses as well as the preservation of the equipment for a longer period of operation.

The Town of Wallkill is pursuing funding to design and construct a shared municipal fleet wash in 2020.

**3) Intermunicipal Equipment Loan Program – aka *Orange Shares* – est 2019 savings \$500,000**

The County of Orange proposes to host a shared-equipment program where all municipalities can borrow and lend their individually owned, unique equipment. The County would host, maintain and manage an online reservation program where municipalities would post equipment and rules, including any pricing for such services.

County will set up and maintain this online sharing program using existing staff and capacity as a free service to municipalities and other public agencies. In turn, County agencies and municipalities will post sharing opportunities and rules specific to the equipment owner's requirements. Cost savings will be realized on a case by case basis. Based on research from similar programs in other regions and counties, estimated annual 2019 total savings is \$500,000.

Other projects proposed for the Shared Service Plan submission are (in random order):

**4) Dial-A-Bus:**

**Town of Warwick - Town of Wallkill Transit Services Agreement** – est 2019 savings \$87,500

The Town of Warwick has agreed to provide administration and dispatching services for the Town of Wallkill Dial-A-Bus program. This will result in better transportation options for Wallkill residents while saving taxpayers a projected cost savings of \$ 87,500.

**5) Geographic Information Systems (GIS)** – est 2019 savings \$70,000

Beginning in 2019 the County of Orange will offer geographic information services (GIS) to any and all of its 43 municipalities. This will include all cartography and geographic data services such as map development, maintenance and printing.

**6) Full Range of Technology Services** – estimated 2019 savings \$120,000

The Town of New Windsor currently provides a full range of services to a specific set of municipalities. In 2019, the Town will look to build its capacities and provide additional services, including adding new municipalities to the partnership. The Town anticipates that a combination of expansion of existing services coupled with additional municipalities join in this program will realize up to \$120,000 in savings in 2019.

One municipality for example, the Village of Tuxedo Park, wishes to expand upon its existing IT Service Agreement with New Windsor providing assistance and support, including design and purchasing support and other resources with respect to document retention and file sharing system for the Village.

**7) County Crisis Services** – estimated 2019 savings \$1,757,075

Expand crisis services through a 24/7 crisis hotline for County residents who are experiencing a behavioral health (mental illness, chemical dependency, developmental disabilities) concern or crisis as well as individuals who would benefit from such an intervention to increase stability within the community and reduce unnecessary use of hospital level behavioral health care and police involvement. Orange County crisis services will be marketed and available to all County residents in need of such services. Orange County Mobile Mental Health Team (OCMMHT) and Orange County Crisis hotline will operate 365 days a year, 24 hours per day, seven days per week.

Project would be lead and implemented by Orange County Department of Mental Health via new budgeting and existing programming. Municipal need and costs to supply comparable services individually would be offset and saved.

**8) Zoning Maps** – est 2019 savings \$61,500

Every municipality in Orange County has a zoning code with complementary map(s). The Orange County Planning Department will create and maintain zoning maps for municipalities. This will include updating each map as municipalities amend their zoning codes on an ongoing basis. This is estimated to save \$1500 per year per municipality. Printing of any large format maps will be done on a fixed cost basis and schedule

**9) Property Tax Assessment Services – est 2019 savings \$100,000**

Orange County has 23 towns, including 3 cities and 5 village assessment units. The County Real Property Tax Office is currently providing contract assessment services, via intermunicipal agreements, to 4 towns or approximately 20% of County total parcels. 1537 agreements are tailored to local towns based on their needs at a cost savings. Uniform assessment standards in process will also be provided. An official request and resolution from the town board is required for implementation. As a result of the uniform process, improved data will be sent to the State. Cost savings is based on pricing per parcels, broadening staff and many services being combined with County staff. In 2019 the County Real Property Tax Office will look to expand these services to additional municipalities. Projected savings are estimated at \$100,000 per town annually.

**10) Consolidation of Orange County Grant Writing Services – est 2019 savings \$70,000**

Most municipalities, large or small, have a need to apply to federal, state and local funding sources for discretionary, competitive funding for new programs, or to enhance existing programs. Most municipalities in Orange County have small staff, or volunteers, that do not have the time or the expertise to work on grant applications. If they were to hire a professional grant writer, they would incur grant writing fees from one of three sources: 1.) Engineering firms that charge an annual, flat fee retainer in the \$5,000-\$6,000 range; or 2.) Hiring a free-lance grant writing consultant that will charge \$25-\$200 per hour, per grant, depending on the complexity of the grant and the consultant's level of expertise, and whether or not they have joined a certifying, professional organization; and/or 3.) Hire a full time, civil service, grant writer. The salary for an entry level Civil Service Grants Coordinator, Grade 13, is approximately \$49,200, plus benefits at \$44,300, for a total of \$93,500.

Primary services provided could include: Grant writing, conducting opportunity strategy meetings, providing advice and guidance on eligibility and competitiveness, program development, reviewing, editing, and tracking progress and internal deadlines, assisting with letters of support, forms and attachments (including MWBE), coordinating necessary legal review, obtaining signatures, entering application and supporting documents into application systems (grants.gov, Grants Gateway or GMS), and reviewing for completion and submitting applications.

The following municipalities have actively expressed interest in participating: Town of Deerpark, Village of Harriman, Town of Highlands, Village of Walden, Town of Warwick, Town and Village of Woodbury, Town of Blooming Grove, Village of Goshen, Town of Goshen, Town of Monroe, Town of Mount Hope, Village of Otisville, City of Port Jervis.

**11) 911 Dispatching by Warwick Police of Greenwood Lake Fire District – est 2019 savings \$18,700**

Greenwood Lake Fire District has asked Town of Warwick Dispatch to handle their communications and notifications. Currently Greenwood Lake Fire District is dispatched by Greenwood Lake Police Department at an annual cost of \$25,900. The Town of Warwick Dispatch will cost only equipment share of \$7,200. Cost saving to taxpayers of Greenwood Lake Fire Department is \$18,700 per year.

**12) Sharing of the Town of Tuxedo Courtroom – est 2019 savings \$13,355**

The Village of Tuxedo Park has a separate court room that would benefit from enhancements, including metal detectors and bench seating - amenities the Town of Tuxedo's courtroom already has. Because the Town's court room is also underutilized, the two municipalities agreed to combine the Town and Village's court needs at one location, the Town's existing, modern courtroom.



**13) Town of Tuxedo Salt Storage – est 2019 savings \$12,000**

The Town of Tuxedo has excess capacity for salt storage above salt needed for its own uses. The Village of Tuxedo Park currently stores its salt in a location near a water source, which must be moved. The Town has agreed to provide the Village with salt storage. One single salt storage site will serve these two municipalities.

**14) Tuxedo Sharing of Tax Assessor – est 2019 savings \$20,000**

The Village of Tuxedo Park lies within the Town of Tuxedo. Properties in the Village pay both Town and Village taxes. The assessment of Village properties are done by a Town tax assessor for Town and school taxes and a Village assessor for Village taxes. Often the same Village property has two very different assessments. Hiring one tax assessor for all assessments in the Village and Town would be cost efficient.

**15) Records Management by Town of Tuxedo, Village of Tuxedo Park and others TBD**

est 2019 savings \$3500

Municipal collaboration on a new, pre-fabricated building suitable for record storage needs of neighboring municipalities.

**16) Monroe Woodbury Dog Control Services – est 2019 savings \$28,000**

The Town of Monroe currently budgets \$34,478.00 for its dog control program. The Town of Woodbury would assume all dog control services for the Town of Monroe resulting in a savings of \$28,000/year after an approximate and initial \$8,000 in transitional costs. A full \$34,478 savings will be realized each year thereafter.

**17) Orange County Firearms Range – est 2019 savings unknown at this time**

The Orange County Sheriff in cooperation with US Department of Homeland Security expects in 2019 to expand and modernize the County Firearms Range. While this range will be for the preferred use of County Sheriff, County Probation, and US Department of Homeland Security personnel, use will be offered to municipal departments via a schedule and protocol to be determined in 2019. Shared use will bring accessible access to a range with full services offsetting needs for some departments to either construct or operate their own facility, or to use other private or public facilities. Cost savings to be determined.

## Regulatory and Other Barriers to Shared Services

During research and meetings with municipal representatives, school district and other interested parties and staff, a number of barriers to shared services were identified. The barriers recurring identified include:

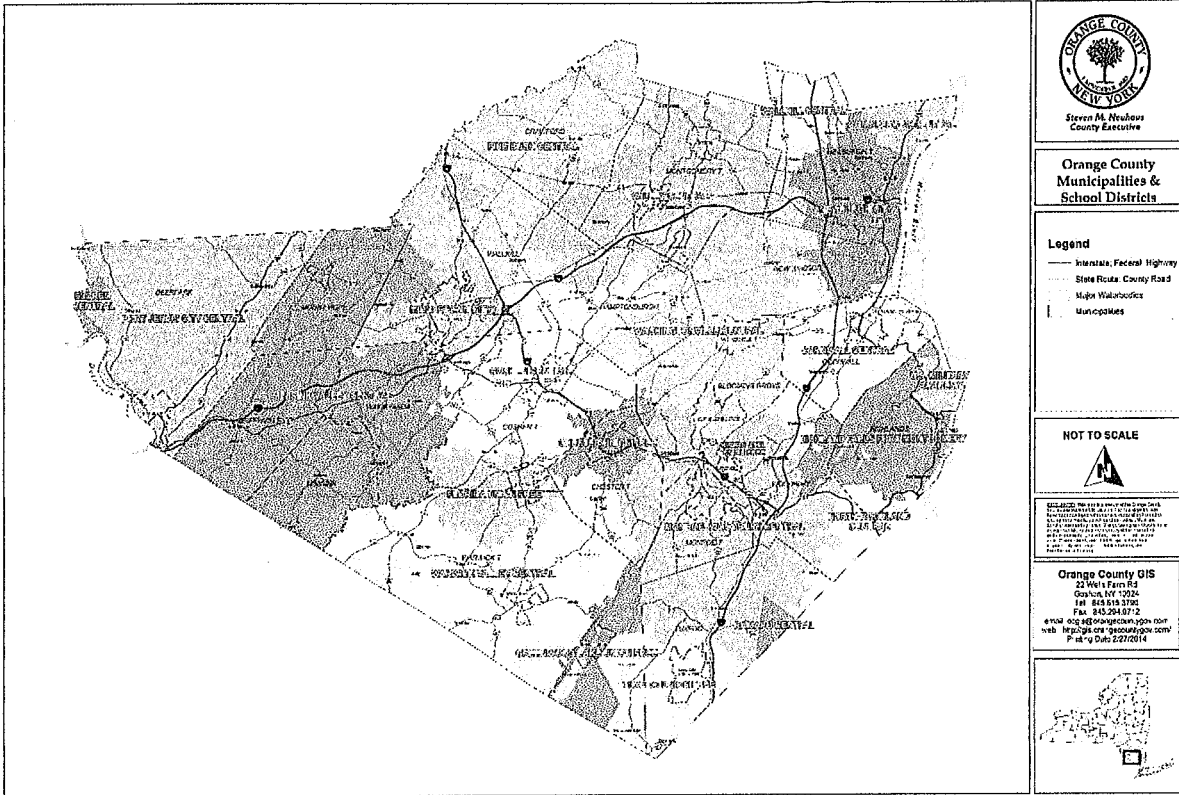
- ✓ The Orange County Shared Service Panel agrees with the research and conclusions found in the Cornell University Shared Services Project Report “Barriers to Inter-municipal Service Sharing in New York State” (Xiaomeng Li, January 2015). Specifically, these barriers are:
  - State laws require each participant in a service sharing agreement have individual authority for the service in question.
  - The Taylor Law and the Triborough Amendment unintended outcome is that while municipalities can share, sharing may end up costing more.
  - Current law requires public referendums for certain sharing.
  - Wick’s Law thresholds are too low and do not reflect contemporary realities.
  - Prevailing wage requirements and calculation methods can create unnecessary higher costs to sharing.
  - Municipal sharing with special districts, common in Orange County and a high potential for quality sharing, may be subject to the Tax Cap.

Additionally,

- ✓ Without fuller policy clarity or adjustment, the Tax Cap can create unintended barriers or complexity to sharing
- ✓ Municipal officials and senior staff identified many existing initiatives where they are already sharing, formally and informally – and have so for many years. Acknowledgement and incentives for such existing sharing is as essential as the proposed New York State support for new shared services.
- ✓ Procurement of services, supplies and equipment via existing bids, whether New York State or peer County bids, is also common and limits options for new procurement projects based only within the County and partners.
- ✓ Procurement by smaller municipalities who lack staff capacity, but also can not meet minimum order thresholds are challenged. This is something that could not be resolved in the context of the schedule for this Shared Services Plan. While this barrier is not common in Orange County, it is acute for those smaller municipalities.
- ✓ School district property taxes are easily the largest share of overall property tax burden. Future shared services programming and incentives from New York State might focus on

strengthening incentives or obligations for school districts to participate in sharing services. BOCES can be a catalyst for sharing services and resources, since they were established to do so. NYS should encourage this already in place cost saving measure. Many districts already use BOCES to train teachers, consolidate/ centralize teaching (Career Tech, Special Education, Distance Learning - Mandarin language), printing, fuel, shared purchasing, shared staff, etc.

2



Steven M. Neuhaus  
County Executive

**Orange County  
Municipalities &  
School Districts**

**Legend**

- Interstate, Federal Highway
- State Route, County Road
- Major Waterbodies
- Municipalities

**NOT TO SCALE**



DISCLAIMER: This map is provided as a public service and is not intended to be used for legal purposes. The County Executive and the County Board of Supervisors are not responsible for any errors or omissions in this map. The County Executive and the County Board of Supervisors are not responsible for any damages, including consequential damages, arising from the use of this map. The County Executive and the County Board of Supervisors are not responsible for any claims, including consequential claims, arising from the use of this map. The County Executive and the County Board of Supervisors are not responsible for any claims, including consequential claims, arising from the use of this map.

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TBD X  
T/ Clerk  
J Myras

TBD

FEB 08 2020

Town of Warwick  
Town Clerk

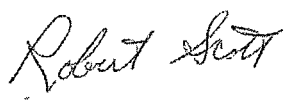
February 5, 2020

Supervisor Michael Sweeton  
Members of the Town of Warwick Board  
Town of Warwick  
132 Kings Highway  
Warwick NY 10990

Dear Supervisor and Town Board

Pursuant to Chapter 7 of the Town Code, the Community Preservation Advisory Board met on February 4, 2020 to consider the acquisition of the Kutz Camp located at 46 Bowen Rd in the Town of Warwick. The property has been operated as a Teen Summer camp and retreat center up until last summer and is very well maintained. The property is listed in the Open Space/Trails/Greenspace Target area in the Warwick Community Preservation Project Plan. The property consists of 90 acres with outbuildings and a lake.

After a lengthy discussion the Community Preservation Advisory Board voted 5-0 with one member absent to recommend the purchase of the property known as the Kutz Camp, SBL 63-2-8.



Robert Scott  
Co-Chairman