

**AGENDA - TOWN BOARD MEETING**

**December 26, 2019**

**7:30pm**

**REGULAR MEETING:**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ACCEPTANCE OF MINUTES**

**1. Regular Meeting, December 12, 2019**

**CORRESPONDENCE:**

**DAN SANCHEZ – BciCapital, Inc. Letter dated December 4, 2019 requesting to be added to the bid list for deposit services and equipment financing.**

**REUBEN KLINE – Haute Route, LLC., Gran Fondo Bicycle Event. Special Event Permit for a Bicycle Event on June 7, 2020.**

**KAREN EMMIRICH – Engineer, Lehman & Getz Engineering. Letter received November 15, 2019 to the Town Board requesting Ochs Orchard be included in the Agriculture Protection Overlay District (APO).**

**ROBERT J. ANDERS – Resident, Town of Warwick. Letter dated December 10, 2019 to the Town requesting to be appointed to the Town of Warwick Architectural Review Board.**

**THOMAS F. MCGOVERN – Chief of Police, Town of Warwick. Letter dated December 20, 2019 to the Town Board requesting to fill a vacant part-time dispatcher position.**

**VISITING ELECTED OFFICIALS**

**REPORTS OF BOARDS AND COMMISSIONS**

**COMMITTEE REPORTS**

**DEPARTMENT OF PUBLIC WORKS REPORT**

**PARKS DEPARTMENT**

**ENVIRONMENTAL CONSULTANTS REPORT NOVEMBER 2019**

**Wickham Water District**

Wells #11

1,745,800 gal

Average daily use

58,200 gal

Sodium Hypochlorite used	80 qt
Orthophosphate used	36 qt
Caustic Soda	23 gal

**Bellvale Park Water District**

Total monthly production	94,000 gal
Average daily use	3,100 gal
Sodium Hypochlorite used	4 qt

**Eurich Heights Water District**

Total monthly production	224,500 gal
Average daily use	7,500 gal
Sodium Hypochlorite used	20 qt
Orthophosphate used	12 qt

**Pine Island Water District**

Total monthly production	377,200 gal
Average daily use	12,600 gal
Sodium Hypochlorite used	40 qt

**Westside #1 Water District**

Total monthly production	1,277,000 gal
Average daily use	42,600 gal
Sodium Hypochlorite used	80 qt
Orthophosphate used	48 qt
Caustic Soda	25 gal

**The Fairgrounds**

Total monthly production	228,700 gal
Average daily use	7,600 gal
Sodium Hypochlorite used	10 qt

**The Warwick Tech Park**

Total monthly production	107,600 gal
Average daily use	3,600 gal
Sodium Hypochlorite used	40 qt

**Sewer District #1 Wastewater Treatment Facility**

Warwick Tech Park	10,000 gal	1%
Wickham Village District	2,687,940 gal	61%
Kings Estates District	1,642,960 gal	38%
<b><u>Total District Flow</u></b>	<b>4,340,900 gal</b>	<b>100%</b>
<b><u>Average Daily Flow</u></b>	<b>144,697 gal</b>	

All facility maintenance has been done for the month. (Oil grease, filters)  
The belt press ran for 46 hrs. and 2 gal of polymer was used.

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

<b><u>Total District Flow</u></b>	137,130 gal
<b><u>Average Daily Flow</u></b>	4,571 gal

**COUNCILMAN DE ANGELO REPORT**

**COUNCILMAN KOWAL REPORT**

**COUNCILMAN GERSTNER REPORT**

**COUNCILMAN SHUBACK REPORT**

**ATTORNEY'S REPORT**

**TOWN CLERK'S REPORT**

**\*Bid Proposal for: Oil Furnace Replacement at the Wickham Woodland Manor House**

- |   |   |
|---|---|
| <b>1. Nebrasky Service Corp.<br/>1019 Route 17M, Suite 3<br/>Monroe, NY 10950<br/>845-783-6661<br/><u>Bid Proposal: \$16,976.00</u></b> | <b>2. Pennings Plumbing &amp; Heating<br/>56 Warwick Turnpike<br/>Warwick, NY 10990<br/>845-986-3910<br/><u>Bid Proposal: \$12,300.00</u></b> |
|---|---|

3. **Day Heating & Air Conditioning**  
**2 White Horse Road**  
**Middletown, New York 10940**  
**845-467-1321**  
**Bid Proposal: \$17,800.00**

**\*Bid Proposal for: General Construction including all labor, materials and equipment at the Original Manor House**

1. **KBL CORP**  
**1289 Rt 9, Ste 9**  
**Wappingers Falls, NY 12590**  
**845-298-6200**  
**Bid Proposal: \$581,000.00**

#### **SUPERVISORS REPORT**

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

#### **NEW BUSINESS:**

1. **BUDGET TRANSFERS- COMPTROLLER**
2. **SPECIAL EVENT PERMIT – FARM TO FORK FONDO**
3. **APPOINTMENT OF ARCHITECTURAL REVIEW BOARD MEMBER – – ROBERT J. ANDERS**
4. **AUTHORIZATION TO SOLICIT BIDS FOR ELECTRICAL SERVICES – ORIGINAL MANOR HOUSE**
5. **AUTHORIZATION TO SOLICIT BIDS FOR HVAC & PLUMBING – ORIGINAL MANOR HOUSE**
6. **REQUEST TO PARTICIPATE – AGRICULTURAL PROTECTION OVERLAY DISTRICT- SECTION 51 BLOCK 1 LOT 29**
7. **ACCEPT BID TO REPLACE OIL FURNACE AT THE WICKHAM WOODLAND MANOR HOUSE**
8. **APPOINTMENT OF PART TIME POLICE DISPATCHER- CAROLYN HALLAHAN**
9. **ACCEPT BID FOR GENERAL CONSTRUCTION - ORIGINAL MANOR HOUSE**

#### **BILLS:**

#### **PRIVILEGE OF THE FLOOR (GENERAL)**

#### **RECONVENE:**

#### **ADJOURN:**

X

# TOWN OF WARWICK

## DEPARTMENT OF POLICE

132 Kings Highway  
Warwick N.Y. 10990  
(845) 986-5000 Fax (845) 986-5020

Thomas F. McGovern, Jr. – FBI N.A. 199  
Chief of Police  
wpdchief@warwick.net

RECEIVED


DEC 20 2019

Town of Warwick  
Town Clerk

ORIGINAL

20 December 2019

### MEMO

To: Town Board  
From: Chief McGovern   
Re: Fill vacant part time dispatcher position

Please accept this request to fill the remaining, vacant, part time dispatcher position. I am recommending to appoint Carolyn Hallahan. We have reviewed her application and resume and have interviewed her earlier this week.

She resides at 5 Parkway in the Village of Warwick and has a bachelor's degree from UNC Charlotte in communications.

She previously worked for the Department of the Interior as a Park Ranger / police officer and has an impressive resume. Her training period should be minimal.

Her schedule is flexible and she is a very polite and personable candidate. She is available to begin training Saturday, January 04, 2020.

Should you require any additional information, do not hesitate to contact me.



Dan Sanchez  
BciCapital, Inc.  
390 N. Orange Ave.  
Suite 2600  
Orlando, FL 32801  
407.502.5909 | Office  
[dan.sanchez@bcicmg.com](mailto:dan.sanchez@bcicmg.com)

RECEIVED  
DEC 10 2019  
Town of Warwick  
Town Clerk

2941 1 AB 0.409 P:2941 / T:13 / S:  
EILEEN M ASTORINO  
WARWICK (TOWN)  
132 KINGS HWY # 106  
WARWICK NY 10990-3115

December 4, 2019

**RE: Request to be added to bid list for deposit services and equipment financing**

BciCapital, Inc., a wholly owned subsidiary of City National Bank of Florida, through its Public Finance division, is a major provider of essential equipment financing for school districts and local governments on a nationwide basis.

BciCapital can deliver premium cash management services through its parent City National Bank of Florida, which has a dedicated team of public finance bankers able to provide solid and comprehensive depository and financial solutions to help maximize liquidity.

**Deposit Services (NIGP Code 946-25, via its parent City National Bank of Florida):**

- Market competitive rates of return
- Escrow accounts
- DDAs and other deposit related products
- Both collateralized and non-collateralized options
- Access to additional FDIC coverage through the ICS® network

**Essential-Use Equipment Financing (NIGP Code 946-54):**

- Tax-exempt\* lease purchases
- Taxable equipment operating lease (technology assets)
- Privately placed bonds\*\*, loans and notes
- Market competitive tax-exempt and taxable rates
- Terms ranging from three to twenty years
- Financing available for a wide variety of essential equipment types

BciCapital offers a great deal of public sector expertise, a simplified documentation and closing process, low-to-no cost of issuance, and competitive rates. BciCapital has a nationwide footprint.

We would love the opportunity to provide you with the banking services to help you succeed. Please include us on your list of contacts for upcoming financing opportunities and let us know if you have any inquiries along the way. We value your business and look forward to working with you.

Very truly yours,

Dan Sanchez  
BciCapital, Inc.  
[dan.sanchez@bcicmg.com](mailto:dan.sanchez@bcicmg.com)  
390 N. Orange Ave., Suite 2600, Orlando, FL 32801  
407.502.5909 | Office

\* City National Bank of Florida and BciCapital do not provide tax advice. Please consult your tax advisor.  
\*\*On a privately placed loan basis, not as publicly traded securities.

**ROBERT  
ANDERS** A Design Consultancy  
78 Continental Road  
PO Box 609  
Warwick, NY 10990-0609

Telephone: 845-987-8674  
Facsimile: 845-987-8675  
Cell: 845-987-6534  
email: rjanders@msn.com

Eileen M. Astorino, Town Clerk  
Town of Warwick,  
132 Kings Highway,  
Warwick, NY 1099

December 10, 2019

Re: Architectural Review Board

Dear Ms. Astorino,

With this letter, I apply for an appointment to the Architectural Review Board of the Town of Warwick, NY.

For your consideration, I attach a copy of my resume. If you require any additional information, please don't hesitate to request such documentation.

Very truly yours,

(s)  
Robert J. Anders

RECEIVED  
DEC 10 2019  
Town of Warwick  
Town Clerk



LEHMAN & GETZ  
CONSULTING ENGINEERS

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

RECEIVED

NOV 15 2019

Town of Warwick  
Town Clerk

RE: Application for inclusion in the AP-O District

Dear Mr. Sweeton & Town Board Members,

We are submitting an application to include Ochs Orchard (SBL 51-1-29) into the Town's Agriculture Protection Overlay District. This 32.8-acre parcel is currently part of the Ochs Orchard operation, and has been an active, commercial agricultural operation for decades. The orchard property has a long-standing agricultural assessment, and falls within the APO Qualifying Area. The owners now are requesting to include the property into the APO District.

We have enclosed the following items for the Board's review:

- Application for a Request to Participate in the Town of Warwick Agriculture Overlay Protection District, signed by Alan Ochs and Janice Williams
- Map of the APO District Qualifying Area
- Copy of the deed

We hope that you will put their request on your next agenda for consideration.

Thank you.

Sincerely,

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

Cc: Alan Ochs

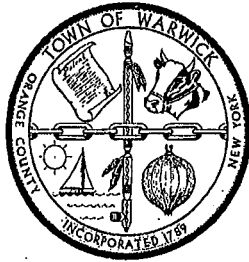
Janice Williams

Douglas Stage, Esq.



Town Board of the Town of Warwick

132 Kings Highway  
Warwick, NY 10990  
TELEPHONE (845) 986-1120



Statement Number \_\_\_\_\_  
Date Received \_\_\_\_\_  
Date Referred to Town Board \_\_\_\_\_  
Public Hearing Date \_\_\_\_\_  
Date to OCWA \_\_\_\_\_  
Effective Date of Map Amendment \_\_\_\_\_

Above For Official Use

**Request for Participation**  
**Town of Warwick Agricultural Protection Overlay District**  
(Please type or print)

- Name of Landowner ANJAL LLC
- Address 4 Ochs Lane Warwick NY 10990  
(Street No. & Name) (Municipality) (State) (Zip Code)  
Phone Number \_\_\_\_\_
- Location of property 4 Ochs Lane, Warwick, NY  
Section 51 Block 1 Lot(s) 29
- Acreage of Parcel(s) 32.8 acres Zoning District(s) RU
- Describe current farm use of property Existing orchard and farm market

The undersigned respectfully requests participation in the Town of Warwick Agricultural Protection Overlay (AP-O) Zoning District. This request is being made in accordance with § 164-47.3B(5) of the Town of Warwick Zoning Law. The undersigned acknowledges that this statement is to be filed with the Town Clerk, who will certify this statement and refer it to the Town Board within 14 days of its receipt for action.

Once included in the AP-O District, landowners may take advantage of the District's special benefits including a density bonus for participation in the Town's Transfer of Development and Purchase of Development Rights programs, qualified participation in the Town's Open Space Leasing Program, Farm Market development on lands considered part of the same farming operation, and subdivision of one additional residential lot under the Town's 1989 Zoning Law.

Applicant Name: Alan K Ochs JANICE K. WILLIAMS  
(Please print name)  
Applicant Signature: Alan K Ochs Janice K. Williams

Date: 11/13/19

Attached hereto is the deed indicating the legal owner(s) of the property. In the event of corporate ownership, a list of all directors, officers and stockholders of each corporation owning more than five percent (5%) of any class of stock must be attached.

I HEREBY DEPOSE AND SAY THAT ALL THE ABOVE STATEMENTS AND INFORMATION, AND ALL STATEMENTS AND INFORMATION, CONTAINED IN THE SUPPORTING DOCUMENTS ATTACHED HERETO ARE TRUE.

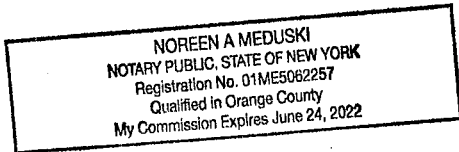
Sworn before me this

13 Day of NOV, 2019, Alank Ocho Garcia Williams  
Landowner's Signature

Noreen A Meduski

Notary Public

Title








Orange County Water Authority  
 15 Main Street, 1002, 5th  
 Floor  
 (845) 224-1332  
<http://www.ocwa.org>  
 Contact: 1.202.270.262

## Town of Warwick Agricultural Protection Overlay (AP-O) District Qualifying Area

January 24, 2002

The purpose of the Agricultural Protection Overlay District is to protect and maintain the Town's farmland for present and future agricultural uses.

-  Agricultural Protection Overlay
-  Municipal Boundary
-  Streams & Water Bodies



Scale: 1" = 6,000'



ORANGE COUNTY – STATE OF NEW YORK  
 ANN G. RABBITT, COUNTY CLERK  
 255 MAIN STREET  
 GOSHEN, NEW YORK 10924

COUNTY CLERK'S RECORDING PAGE  
 \*\*\*THIS PAGE IS PART OF THE DOCUMENT – DO NOT DETACH\*\*\*



BOOK/PAGE: 14515 / 1391  
 INSTRUMENT #: 20190004496  
 Receipt#: 2600784  
 Clerk: LC  
 Rec Date: 01/17/2019 02:25:06 PM  
 Doc Grp: D  
 Descrip: DEED  
 Num Pgs: 4  
 Rec'd Frm: ORAL W SMITH AGENCY INC

Party1: OCHS SUSAN K BY EX  
 Party2: ANJAL LLC  
 Town: WARWICK (TN)  
 51-1-29

Recording:  
 Recording Fee 40.00  
 Cultural Ed 14.25  
 Records Management - Coun 1.00  
 Records Management - Stat 4.75  
 Community Preservation Fu 5.00  
 TP584 5.00  
 RP5217 Residential/Agricu 116.00  
 RP5217 - County 9.00

Sub Total: 195.00

Transfer Tax  
 Transfer Tax - State 0.00  
 Transfer Tax - Warwick 0.00

Sub Total: 0.00

Total: 195.00

\*\*\*\* NOTICE: THIS IS NOT A BILL \*\*\*\*

\*\*\*\*\* Transfer Tax \*\*\*\*\*  
 Transfer Tax #: 5507  
 Warwick Improved  
 Consideration: 0.00

Total: 0.00

Payment Type: Check \_\_\_  
 Cash \_\_\_  
 Charge \_\_\_  
 No Fee \_\_\_

Comment: \_\_\_\_\_

*Ann G. Rabbitt*

Ann G. Rabbitt  
 Orange County Clerk

Record and Return To:

DOUGLAS R STAGE ESQ  
 23 WEST STREET  
 WARWICK NY 10990

Section 51  
Block 1  
Lot 29

**EXECUTOR'S DEED  
STANDARD NYBTU FORM 8010**

**CAUTION: THIS AGREEMENT SHOULD BE PREPARED BY AN ATTORNEY AND REVIEWED BY ATTORNEYS FOR SELLER AND PURCHASER BEFORE SIGNING.**

***THIS INDENTURE***, made the 14<sup>th</sup> day of December Two Thousand Eighteen

**Between**

**ALAN K. OCHS**, residing at 52 Homestead Village Drive, Warwick, New York 10990, as Executor of the Last Will and Testament of Susan K. Ochs, late of the Village of Warwick, New York, who died on the 7<sup>th</sup> day of January Two Thousand and Seventeen and **ALAN K. OCHS** as surviving Co-Trustee of **THE LESLIE A. OCHS TRUST**, party of the first part, and

**ANJAL, LLC**, with offices at 4 Ochs Lane, Warwick, New York 10990, party of the second part,

**WITNESSETH**, that the party of the first part, **ALAN K. OCHS** to whom Letters Testamentary were issued by the Surrogate's Court, Orange County, New York on April 21, 2017, and by virtue of the power and authority given in and by said Last Will and Testament, and/or by Article 11 of the Estates, Powers and Trusts Law, and in consideration of **ZERO (\$0.00) DOLLARS**, lawful money of the United States, paid by the party of the second part, does hereby grant and release unto the party of the second part, the distributees or successors and assigns of the party of the second part forever,

*AN* **ALL** that certain plot, piece or parcel of land, with the buildings and improvements thereon erected, situate, lying and being in the ~~Village of~~ **Warwick** and Town of Warwick, County of Orange and State of New York, and being more accurately bounded and described as follows:

***See Schedule A annexed hereto and made a part hereof***

**BEING AND INTENDED TO BE** the same premises conveyed to Susan K. Ochs, Individually and Susan K. Ochs, Trustee of the Leslie A. Ochs Trust by deed from Susan K. Ochs dated September 18, 1995 and recorded October 4, 1995 in the Orange County Clerk's Office in Liber 4282 Page 285

Said premises being known as and by street 4 Ochs Lane, Warwick, New York 10990

**TOGETHER** with all right, title and interest, if any, of the party of the first part in and to any streets and roads abutting the above described premises to the center lines thereof,

**TOGETHER** with the appurtenances, and also all the estate which the said decedent had at the time of decedent's death in said premises, and also the estate therein, which the party of the first part has or has power to convey or dispose of, whether individually, or by virtue of said will or otherwise,

**TO HAVE AND TO HOLD** the premises herein granted unto the party of the second part, the heirs or successors and assigns of the party of the second part forever.

SCHEDULE A

ALL that certain plot, piece or parcel of land, with the buildings and improvements thereon erected, situate, lying and being in the Town of Warwick, County of Orange, State of New York, and being more accurately bounded and described as follows:

BEGINNING at a point of intersection of two stone walls, said point being the Northerly corner of lands now or formerly of Roland and in the line of lands of Ochs and runs from said point of beginning

(1) Along the line of said lands now or formerly of Roland and a stone wall South 72° 18' 20" West 689.93' to a point in the center of a brook, thence

(2) Along the following 32 courses up the center of said brook North 18° 29' 05" West 68.24' to a point, thence

- (3) North 54° 57' 26" West 97.21 feet to point, thence,
- (4) North 36° 02' 48" West 59.31 feet to a point, thence
- (5) North 23° 13' 06" West 62.42 feet to a point, thence
- (6) North 57° 01' 55" West 86.86 feet to a point, thence
- (7) North 16° 02' 51" East 154.50 feet to a point, thence
- (8) North 10° 50' 46" East 97.46 feet to a point, thence
- (9) North 37° 48' 43" East 84.17 feet to a point, thence
- (10) North 07° 29' 32" East 52.53 feet to a point, thence
- (11) North 37° 37' 28" West 46.07 feet to a point, thence
- (12) North 04° 17' 59" East 117.68 feet to a point, thence

- (13) North 07° 22' 06" West 105.33 feet to a point, thence
- (14) North 64° 47' 32" East 161.20 feet to a point, thence
- (15) North 17° 55' 02" East 102.82 feet to a point, thence
- (16) North 07° 40' 38" West 121.81 feet to a point, thence
- (17) North 15° 29' 31" East 104.80 feet to a point, thence
- (18) North 09° 51' 08" West 103.15 feet to a point, thence
- (19) North 38° 38' 44" East 50.61 feet to a point, thence
- (20) North 05° 10' 08" East 190.05 feet to a point, thence
- (21) North 19° 46' 17" West 82.04 feet to a point, thence
- (22) North 48° 00' 23" West 76.39 feet to a point, thence
- (23) North 05° 53' 30" East 145.24 feet to a point, thence
- (24) North 20° 40' 01" East 147.70 feet to a point, thence
- (25) North 36° 48' 31" East 68.06 feet to a point, thence
- (26) North 53° 50' 34" East 85.27 feet to a point, thence
- (27) North 11° 35' 43" West 66.72 feet to a point, thence
- (28) North 09° 36' 23" East 69.08 feet to a point, thence
- (29) North 28° 53' 03" East 97.29 feet to a point, thence
- (30) North 11° 04' 25" West 81.14 feet to a point, thence
- (31) North 12° 04' 41" East 58.10 feet to a point, thence
- (32) North 02° 08' 17" West 144.20 feet to a point, thence
- (33) North 28° 08' 12" East 156.42 feet to a point, thence
- (34) Leaving said Brook and running partially along a stone wall South 74° 29' 32" East 70.39 feet to a point, thence

(35) Along the line of lands now or formerly of Rudy and along a wire fence South 13° 21' 19" East 722.14 feet to a point, thence

(36) Along the same and a stone wall South 11° 09' 09" East 1032.32 feet to a point of intersection of two stone walls, thence

(37) Along the aforesaid line of lands of Ochs and the remains of a stone wall and wire fence South 63° 51' 26" West 246.80 feet to a point of intersection of two stone walls, thence

(38) Along the same South 13° 19' 50" East 732.82 feet to the point and place of beginning.

Containing 32.782 acres.

BEING the same premises as conveyed to Leslie A. Ochs and Susan Kay Ochs, his wife, from Ambesten Enterprises, Inc. by deed dated the seventeenth day of June 1976 and recorded in the Office of the Orange County Clerk on July 15, 1976 in Liber 2040 at page 1089.

LESLIE A. OCHS died a resident of Orange County on June 15, 1994. His Last Will and Testament was probated in Orange County Surrogate's Court in File No. 1994-0664. The purpose of this deed is to transfer title to the property pursuant to terms of the Last Will and Testament of Leslie A. Ochs to Susan K. Ochs and the Leslie A. Ochs Trust as tenants in common.


**AND** the party of the first part covenants that the party of the first part has not done or suffered anything whereby the said premises have been encumbered in any way whatever, except as aforesaid.

**AND** the party of the first part, in compliance with Section 13 of the Lien Law, covenants that the party of the first part will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the costs of the improvement and will apply the same first to the payment of the cost of the improvement before using any part of the total of the same for any other purpose.

The word "party" shall be construed as if it read "parties" whenever the sense of this indenture so requires.


**IN WITNESS WHEREOF**, the party of the first part has duly executed this deed the day and year first above written.

**ESTATE OF SUSAN K. OCHS**

  
\_\_\_\_\_  
**ALAN K. OCHS** *EX*  
Executor of The Estate of Susan K. Ochs *+ TRUSTEE*  
& as surviving Trustee of the Leslie A. Ochs Trust

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

160 On the 14<sup>th</sup> day of December, in the year 2018, before me, the undersigned, personally appeared **ALAN K. OCHS**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

  
\_\_\_\_\_  
Notary Public

DOUGLAS R STAGE  
NOTARY PUBLIC, STATE OF NEW YORK  
Registration No. 01874831675  
Qualified in Orange County  
My Commission Expires September 30, 2022

Record and return to:  
  
DOUGLAS R. STAGE, ESQ.  
23 WEST STREET  
WARWICK, NEW YORK 10990

Prepared By:  
Town Of Warwick  
132 Kings Highway  
Warwick, NY 10990

Permit #: SP-1  
Date of Event: 6/7/2020  
Hours of Event:  
From: 8am  
To: 5pm

## Special Event Permit

RECEIVED

DEC 18 2019

Town of Warwick  
Town Clerk

Chapter 115. Public Assemblies and Entertainment  
Article II. Conditions Pertaining to Temporary Outdoor Public Gatherings. § 115-10 Permit fee.  
The applicant shall pay to the Town at the time the application is submitted a fee of \$25 per day for each day of operation.

To: Town Board  
Town of Warwick  
Warwick, NY 10990

Application is hereby made for a Special Event Permit for access to road(s) in the Town of Warwick.

A. Applicant: Reuben Kline on behalf of Haute Route, LLC.

Telephone #: 717-357-0126

Evening #: Same

Emergency #: 404-906-5566 | Zachary Wimmer (Event Operations)

B. Address: 217 N Stratton St, Gettysburg, PA 17325

C. Name of Road(s) (Attach map of Route):  
Please see attached.

D. Nature and Purpose of Permit:  
Highlands Gran Fondo. 8th annual cycling event.



If Permit is granted, I hereby agree to conform to all the conditions and restrictions forming a part of this Permit and to conform to all local ordinances, if any, and to conform to the provisions as set forth in the M.U.T.C.D. (Manual of Uniform Traffic Control Devices).



Applicant's Signature

Event Director

Title

10/28/19

Date

217 N Stratton St, Gettysburg, PA 17325

Address

### **Conditions and Restrictions**

1. This Permit shall not be assigned or transferred except with the written consent of the Town Board.
2. Notice shall be given by said applicant at least 48 hours prior to a Regular Meeting of the Town Board held on the 2<sup>nd</sup> or 4<sup>th</sup> Thursday of each month.
3. The Applicant hereby agrees to indemnify and save harmless the Town of Warwick from all suits, actions or damages of every kind whatsoever which may arise from or on account of the event under this Permit. General Liability Insurance for the protection of the Applicant and the Town of Warwick will be maintained in such an amount and in such company and in such case as the Town Board may require. Be sure to attach a Certificate of Insurance naming the Town of Warwick, 132 Kings Highway, Warwick, NY 10990 as additional insured.
4. The Town Board reserves the right to revoke or cancel this Permit at any time should the Applicant fail to comply with the terms and conditions herein prescribed.
5. Applicant's approved copy of this Permit shall be in possession of the parties actually involved.
6. This Permit application is subject to such other consents as are required by Law.
7. Arrangements shall be made with the Town of Warwick Police Chief to provide, during the period of such Special Event, for the handling of pedestrian and motor vehicle traffic, the re-routing of traffic, caring for emergencies and other related needs.
8. Applicant will be charged a fee for police personal services (payroll/labor) if additional police officers are required at this event. Additional personnel and amount to be determined by the Police Chief.





RECEIVED  
DEC 18 2019

Highlands Gran Fondo  
Gran Fondo National Series

Town of Warwick  
Town Clerk

We are contacting you regarding the 8<sup>th</sup> annual Highlands Gran Fondo, a Gran Fondo National Series event. We would like to once again ask you to grant approval for us to hold the event on Sunday June 7, 2020; (this same annual date we have used for the past seven years). We will again stage the event from High Point Brewing Company, 22 Park Place Butler, NJ on Sunday June 7, 2020, and start at 7:30 AM. This event is a bicycle ride that travels through several area towns and counties. This letter is to describe the planned route and safety procedures as well as the mission of this Gran Fondo National Series event. The Highlands Gran Fondo will have 35 mile, 60 mile, and 100 mile routes that will offer all individuals the opportunity to challenge themselves.

This event will follow the same route and procedures as in 2019. We foresee no significant alterations from last year; however, we are always open to suggest of improvement and safety. Please let us know if you have any suggestions or concerns.

Our riders will use State Rt-23 in two locations (see attached map):

- Turning right from Mudtown Rd onto Rt-23 then turning left onto Brink Rd.
- Turn right from Sawmill Rd onto RT-23 then left onto Greenville Rd.

The Highlands Gran Fondo raises funds for the local Boy Scouts of America troop. Much like this event, the Boy Scouts of America stress a healthy lifestyle. Our mission for the event is to inspire both, youth and adults, to engage in athletic recreation, to focus on goal-setting, health, fitness and wellbeing. We aim to promote and grow recreational activity in the area through the safe coordination of this cycling event. Our goal is to educate the community about physical and mental health as well as generate funds for local community programs. This is also a great opportunity to highlight the Highlands area, as a beautiful recreation destination.

Included in this overview are maps, route descriptions, and an incident accident plan that defines local emergency services, and emergency procedures. Upon request/approval, an insurance



certificate naming and meeting the requirements of your town/township/municipality will be provided prior to the event.

Links to interactive maps, including route directions/cue sheets  
(maps are also included below in this proposal; however, we strongly recommend using these interactive links which will allow you to zoom in and find details on the route)

Gran Route, 100 mile, <https://ridewithgps.com/routes/11738715>

Medio Route 60 mile, <https://ridewithgps.com/routes/12195667>

Piccolo Route, 35 mile, <https://ridewithgps.com/routes/12195695>

Sincerely,

Reuben Kline | Series Director GFNS  
Haute Route, LLC.  
217 N Stratton St  
Gettysburg, PA 17325  
717.357.0126  
[reuben.kline@ocgroup.com](mailto:reuben.kline@ocgroup.com)



### Time Line and Overview of Event Progression

The Highlands Gran Fondo is proposed to start and Finish at High Point Brewing Company, 22 Park Place, Butler, NJ. We will have volunteers and police along the route to assist with directions and to support the riders. We will coordinate with each police department to cover intersections of concern within their jurisdiction. Please respond with any feedback or suggestions you might have.

The event is proposed to start at 7:30 AM on Sunday June 7, 2020. At first the riders will be grouped more tightly together, but because this is not a standard race, the riders will then spread out rather quickly. As the day goes on, there will be larger gaps between the riders. We anticipate having 350 cyclists for this year's event. With an estimate of 50 riders doing the 26 mile course, 100 riders doing the 58 mile course, and 200 riders doing the 100 mile course.

#### Timeline to note the progression of riders

Mile	Estimated time of first riders	Estimated time of the major majority 90% of riders	Estimated time of last riders
Start	7:30 AM	7:30 AM	7:30 AM
10	7:55	8:05	8:15
20	8:25	8:55	9:20
30	8:55	9:45	10:25
40	9:25	10:35	11:30
50	10:00	11:25	12:30
60	10:30	12:15	1:30
70	11:00	1:05	2:30
80	11:30	2:00	3:30
90	12:00	2:55	4:30
finish	12:25	3:55	5:30

There will be a lead event vehicle on the course to verify that all turns/intersections are marked appropriately. There will also be two to four other event vehicles on the course supporting cyclists.

In addition to reusable signs to mark the course, we are planning to mark the roads with spray chalk, NOT spray paint. I have used this product for many years and, though it does not disappear immediately, it fades and within a month or two is almost gone. That said if you look at it closely you will be able to see it for about three months. Here is a link to the product <http://www.rainbowracing.com/onlinestore/spray-chalk>. It last longer than the 20 days they claim. Please let me know if you have any concerns about us using this product.



## INCIDENT ACTION PLAN: NJ Highlands Gran Fondo

The purpose of this Incident Action Plan (IAP) is to identify and mitigate any potential risks associated with the planning, implementation and successful completion of the event referenced below. The parties that are planning and coordinating this event are committed to ensuring that all participants, sponsors, community members and emergency personnel are able to partake in the event in a safe and organized manner. Prior to the event on site personnel will be advised of this action plan and their duties during an actual emergency as well as given a copy. The procedural information contained herein will be strictly adhered to.

**Title of Event:** Highlands Gran Fondo

**Date(s) of Event:** Sunday June 7, 2020; Start 7:30 AM

**Event Description:** Bicycle ride

**Location:** See attached maps

**Event Director:**

**Name:** Reuben Kline

**Phone numbers:** 717.357.0126

**Email Address:** reuben.kline@ocgroup.com

**Event Chairperson:**

**Name:** Tim Dougherty

**Phone Numbers:** 908-868-4333

**Email Address:** timaj29@gmail.com

**Medical Emergencies Procedure**

**For emergency call 911.** All medical emergencies will be reported to Police, EMS or event personnel as soon as possible either in person or via phone. Event personnel, when notified, will call directly to 911 or notify on site EMS or Police and report the incident/problem. Responding emergency vehicles will enter the event as directed or depending on the location of the emergency a location determined by Police or EMS. The on-site person in charge or event coordinator will make sure an area is open to allow emergency personnel, vehicles and equipment to access the event grounds whenever emergency assistance is needed and this access shall be maintained throughout the event. The nearest hospital for receiving patients will be determined by the local EMS service responding to each incident (hospital address and contact



information are located at the bottom of this form). If the event plan includes a private EMS provider on scene they will provide on-site care. If the on-site private EMS provider must leave the event prior to its conclusion they must notify the on-site event coordinator and the police prior to leaving and if required arrange for additional EMS during their absence.

### **Police Emergencies**

For all police emergencies on site police personnel are to be notified or 911 called immediately. Local police contact information is located at the bottom of this form.

### **Fire Emergencies**

For all fire emergencies, 911 will be called or on site event personnel and on site police personnel will be notified with the exact location and type of emergency. On site personnel will assist with evacuation. Vehicles should not be moved during an emergency response. It is recognized that exiting traffic would inhibit and/or place arriving emergency responders and exiting individuals in peril. (Local fire department address and contact information are located at the bottom of this form).

**Lost Child Procedure:** Police and on site event personnel will be notified. In the event of a lost child is found he/she should remain at the location he/she is found at unless the location is unsafe or impractical or until it is determined that it is impractical to remain at the location. The child, if able, will be asked to provide parent/ guardian information. If audio equipment is available an announcement of the situation may be made at the decision of on scene police personnel. The child will remain under the supervision of police personnel or their designee who will ensure the child is comfortable and safe until his/her parent/guardian arrives. Parental identification shall be verified prior to release of the child.

**Weather Emergency:** In the event of any weather emergency the police, event coordinator or on site event personnel may decide to halt the event for the safety of participants and the public. At no time will the decision to halt an event due to a weather related event by the police be overridden by others. Coordination for the safety of participants and spectators will be accomplished by the event personnel verbally advising participants to seek shelter in vehicles or buildings.

If and when the weather emergency has passed, a decision will be made by police personnel and the event coordinator as when to allow the event to resume.

**Communication Plan:** All on site event personnel, event coordinator, EMS, fire and police personnel must have a means of communication during the event. This will be accomplished by direct communication with the local police from event director, Reuben Kline. That assigned



individual will have communication with workers and volunteers whom are stationed throughout the event. The workers and volunteers shall be advised and instructed who to contact in an event related emergency.

**Important Phone Numbers and names:**

Reuben Kline (Event Director): 717-357-0126

Tim Dougherty (Event Chairperson): 908-868-4333

Zachary Wimmer (Event Operations): 404-906-5566

**Emergency Numbers:**

**Medical Emergency** 911 or direct as below

**Ambulance** 911

**Fire Emergency** 911

**Police**

- Police Emergency 911
- New Jersey State Police 609-882-2000
- Bloomindale Police 973-838-0158
- Butler Police 973-838-4100
- Boonton Township Police 973-402-4000
- Kinnelon Police 973-838-5400
- West Milford Police 973-728-2800
- Warwick, NY Police 845-986-5000
- High Point State Park 973-875-4800

**Fire & EMS**

- EMS Emergency 911
- Warwick, NY Fire/Ambulance Emergency 845-986-5000
- Upper Greenwood Lake Ambulance 973-853-7210
- Pilot Medical Services; Bloomingdale, NJ 973-835-4300
- Tri Boro First Aid Squad; Butler, NJ 973-838-3040





### Hospitals

- Chilton Hospital 888-244-5866 97 W Parkway Pequannock Township, NJ 07444
- Saint Anthony's Hospital 845-986-2276 15 Maple Ave, Warwick, NY 10990
- Saint Claire's Hospital Sussex 973-702-2600 20 Walnut Street Sussex, NJ 07461
- Saint Clare's Hospital Denville 973-625-6000 25 Pocono Rd, Denville, NJ 07834
- Morristown Memorial Hospital 973-971-5000 100 Madison Ave. Morristown, NJ 07962

### Additional Numbers

Morris County Parks 973-326-7600

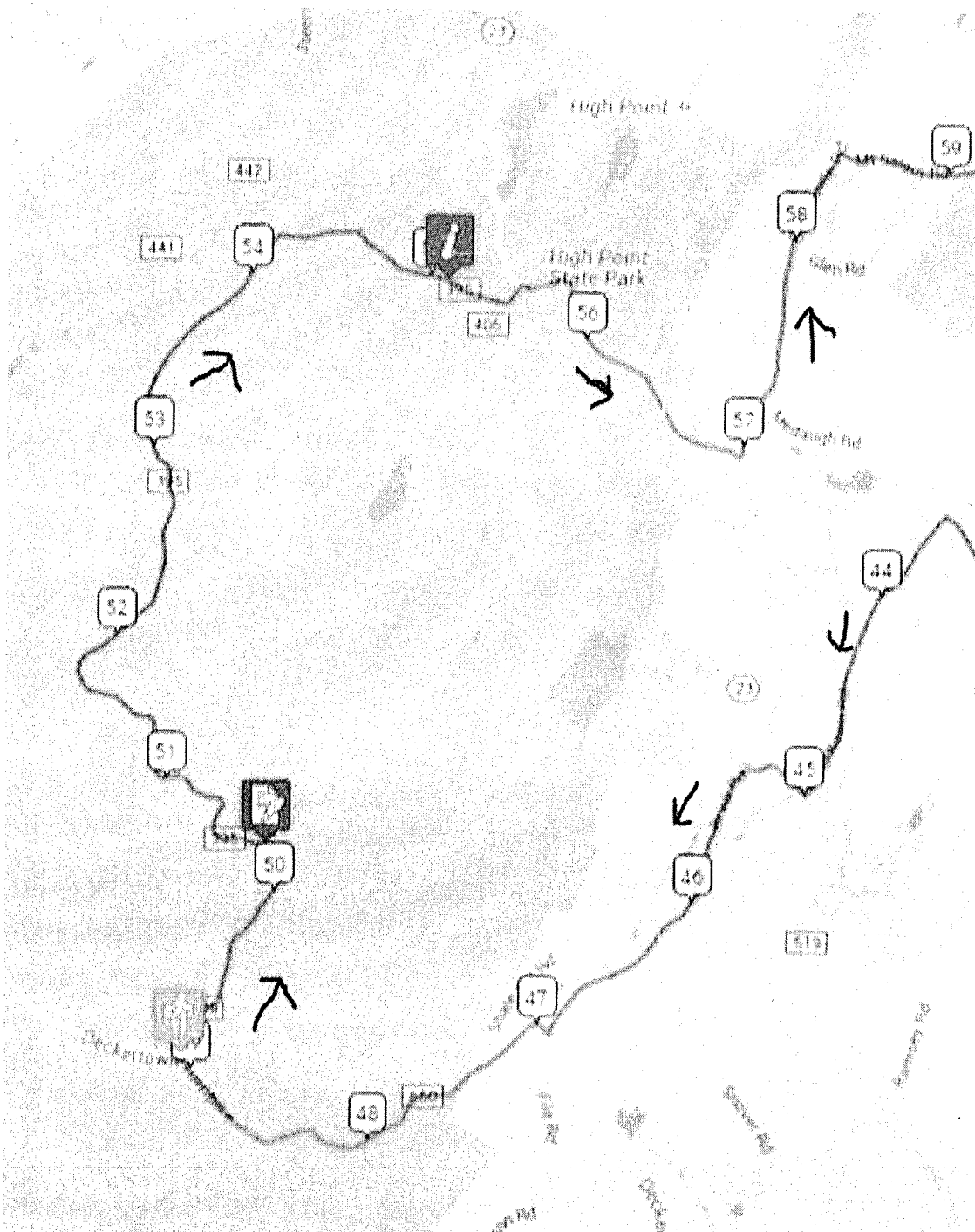
Morris County Highway 973-285-6760

Passaic County Highway 973-881-4456

NJ State Highway 800-768-4653

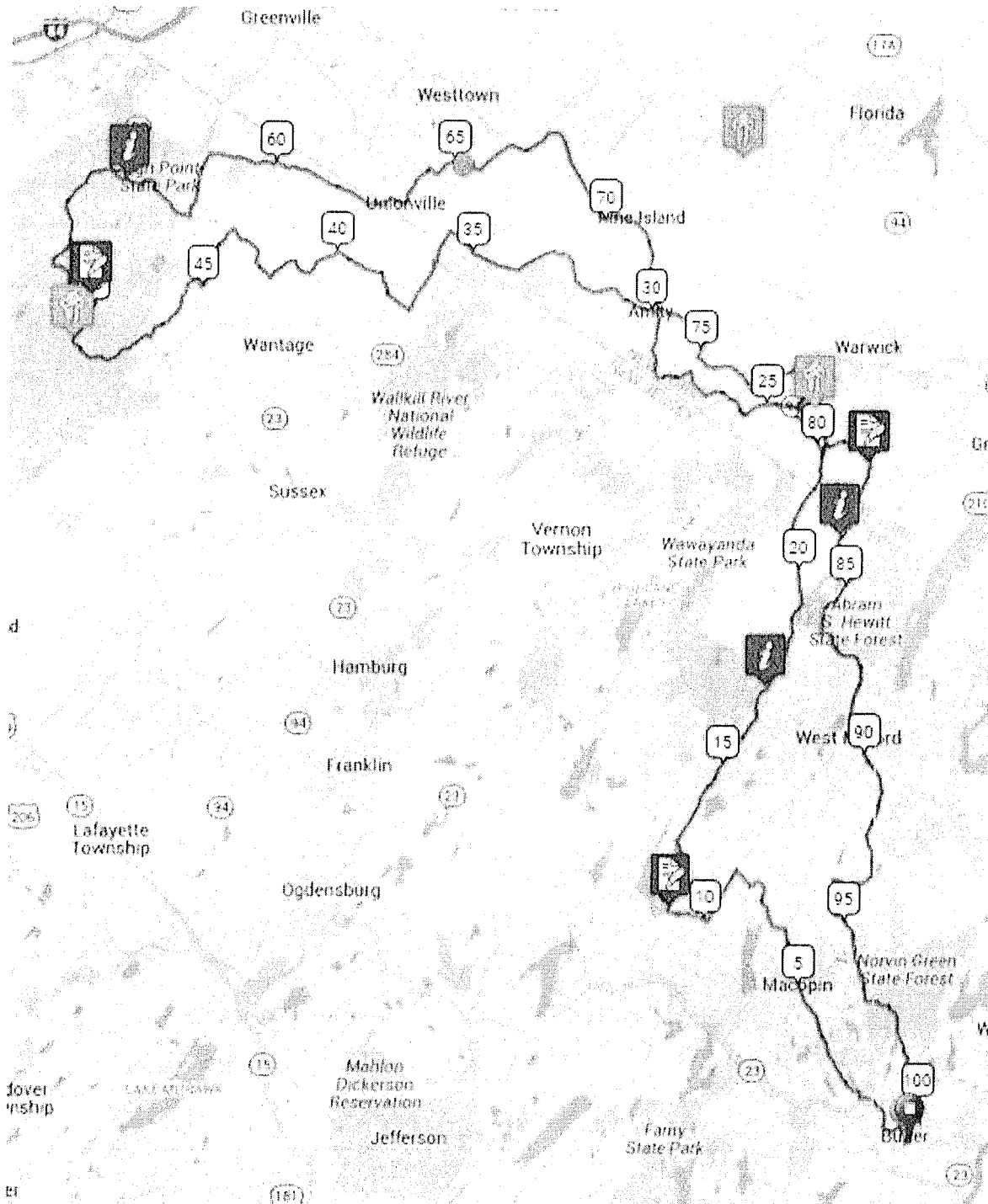


Highpoint State Park Area





Gran Route, 100 mile, <https://ridewithgps.com/routes/11738715>





Gran Route, 100 Mile Cue Sheet <https://ridewithgps.com/routes/11738715>

Turn left onto Park Pl	0.1 mi
Turn left onto Main St	0.1 mi
Turn left onto Hamburg Turnpike	0.5 mi
Turn right onto Macopin Rd	1.0 mi
Turn left onto Gould Rd	6.4 mi
Turn left onto Union Valley Rd	8.6 mi
Turn right onto Van Orden Rd	9.9 mi
Slight right onto Clinton Rd	10.9 mi
Turn left onto Warwick Turnpike	18.5 mi
Turn left onto NY-94 W	23.9 mi
Turn right onto Ryerson Rd	25.6 mi
Turn right to stay on Ryerson Rd	25.7 mi
Turn right to stay on Ryerson Rd	26.8 mi
Turn right onto Blooms Corners Rd	27.2 mi
Turn left onto Drew Rd	27.5 mi
Continue onto Prices Switch Rd	28.5 mi
Turn left onto Walling Rd	29.8 mi
Turn left onto Newport Bridge Rd	31.0 mi
Slight left onto Furman Ln	32.7 mi
Turn left onto Liberty Corners Rd	32.9 mi
Turn right onto Oil City Rd	33.9 mi
Continue onto State Line Rd	35.1 mi
Turn left onto Lower Rd/Oil City Rd	35.7 mi
Turn left onto NJ-284 S	36.5 mi
Slight right onto Dunvale Rd	37.6 mi
Turn right onto Havens Rd	37.7 mi
Turn right onto Lott Rd	38.7 mi
Turn left onto Wolfpit Rd	38.8 mi
Turn left onto Unionville Rd	41.3 mi
Turn right onto Skytop Rd	42.0 mi



Turn right toward Mudtown Rd	43.5 mi
Turn left onto Mudtown Rd	43.5 mi
Turn right onto NJ-23 N	45.0 mi
Turn left onto Brink Rd	45.2 mi
Turn right onto Deckertown Turnpike	46.9 mi
Turn right onto Sawmill Rd	49.1 mi
Turn left onto Ridge Rd	50.2 mi
Slight left onto Sawmill Rd	55.4 mi
Turn right onto NJ-23 S	55.5 mi
Turn left toward Greenville Rd	56.9 mi
Turn left onto Greenville Rd	57.0 mi
Turn right onto Mt Salem Rd	58.5 mi
Turn left onto Co Rd 36/Unionville Rd	62.4 mi
Continue onto Main St	63.0 mi
Turn left onto NY-284 N	63.3 mi
Slight right onto Cosh Rd	63.6 mi
Turn right to stay on Cosh Rd	64.3 mi
Turn left onto Schefflers Rd	64.5 mi
Turn left onto Lower Rd	65.7 mi
Turn right onto County Rd 1	66.6 mi
Slight right to stay on County Rd 1	67.5 mi
Turn left onto Pine Island Turnpike	70.0 mi
Turn right onto Feagles Rd	71.7 mi
Turn right onto Amity Rd	72.6 mi
Turn left onto Newport Bridge Rd	72.9 mi
Slight right to stay on Newport Bridge Rd	74.3 mi
Continue onto Blooms Corners Rd	74.3 mi
Turn left onto Onderdonk Rd	75.1 mi
Continue straight onto Covered Bridge Rd	76.8 mi
Turn right onto Sanfordville Rd	78.0 mi
Continue onto Pennings Ln	79.0 mi
Turn left onto Hoyt Rd	79.2 mi



Sharp left onto Warwick Turnpike	80.2 mi
Slight right onto Black Rock Rd	80.4 mi
Turn right to stay on Black Rock Rd	80.5 mi
Turn right onto Brady Rd	81.6 mi
Continue onto Longhouse Dr	83.0 mi
Continue straight onto N Lake Shore Dr	84.3 mi
Turn left onto Warwick Turnpike	86.3 mi
Slight right onto White Rd	87.5 mi
Continue onto Union Valley Rd	87.8 mi
Turn left onto Marshall Hill Rd	89.3 mi
Turn right onto Morsetown Rd	89.6 mi
Turn right onto W Brook Rd/Westbrook Rd	92.9 mi
Turn left onto Otterhole Rd	93.9 mi
Continue onto Glenwild Ave	97.4 mi
Turn right onto Delazier Pl	100.5 mi
Slight right onto Hamburg Turnpike	100.6 mi
Turn left onto Elizabeth St/Main St	100.9 mi
Turn right onto Park Pl	101.3 mi

Interactive maps, including route cue sheets can be found at these links:

- Gran Route, 100 mile, <https://ridewithgps.com/routes/11738715>
- Medio Route 60 mile, <https://ridewithgps.com/routes/12195667>
- Piccolo Route, 35 mile, <https://ridewithgps.com/routes/12195695>