

April 12, 2018

The regular meeting of the Town Board of the Town of Warwick was held on Thursday, April 12, 2018 at the Town Hall, 132 Kings Highway, Town of Warwick.
Supervisor Sweeton called the meeting to order at 7:30 p.m.

ATTENDANCE: Supervisor Michael Sweeton
Deputy Supervisor James Gerstner
Councilman Floyd DeAngelo
Councilman Russell Kowal
Councilman Mickey Shuback

Attorney for the Town, Jay Myrow
Deputy DPW Commissioner, William Roe
Police Chief McGovern
Police Lieutenant, John Rader
Police Lieutenant Maslanka

PRESENTATION – POLICE CHIEF THOMAS F. MCGOVERN

Supervisor Sweeton: So, it's no surprise why we are here. Chief McGovern, can you please step forward? In all seriousness it is kind of a monumental achievement that the Chief is about to embark on his forty (40) years of service to the Town of Warwick. We would like to congratulate you for your 40 years of service to the town. It's been a long career with much success. He leads a very dynamic department today that runs very lean, very mean and keeps us safe. I have here on behalf of the Town Board a Certificate of Congratulations for all your great work here and your amazing service. Thank you.

Chief McGovern - Thank you.

ACCEPTANCE OF MINUTES

1. Public Hearing: Community Development Program, March 22, 2018
2. Regular Meeting, March 22, 2018
3. Special Meeting, April 6, 2018

Motion Councilman DeAngelo, seconded Councilman Gerstner to accept the minutes as written from the Public Hearing held on March 22, 2018 for the Community Development Program and the Regular Meeting and the Special Meeting held on April 6, 2018.

Motion Carried (5 ayes, 0 nays)

CORRESPONDENCE:

MICHAEL M. GRANT – Manager, Regional & Community Affairs, Orange & Rockland Utilities. Letter dated March 28, 2018 to Town Supervisor regarding Orange & Rockland beginning on or about April 9th and continuing for approximately three (3) weeks, will perform tree trimming and removal work along the following streets: Glenmere Avenue,

Jessup Road, Union Corners Road, Wheeler Road, and associated side streets. Nelson Tree Service has been contracted for this purpose.

NARCOTICS ANANYMOUS – Please contact 1-800-498-5224 for more information or Visit www.openarmsarea.net for a list of meetings.

MICHAEL M. GRANT – Manager, Regional & Community Affairs, Orange & Rockland Utilities. Letter dated March 28, 2018 to Town Supervisor regarding Orange & Rockland beginning on or about April 9th and continuing for approximately two (2) weeks, will perform tree trimming and removal work along the following streets: Long Meadow and associate side streets. Nelson Tree Service has been contracted for this purpose.

NANCY EUBANKS – Resident, Town of Warwick. A copy of an article in the Warwick Advertiser by Bob Linguanti regarding fees on single-use plastic bags: “Another dead-end government-sponsored program”.

JULIE COLE – Author and Journalist, 6 times Great Granddaughter of Sarah Wells Bull. Press release and email dated March 24, 2018 regarding Sarah Wells Bull history and genealogy. Julie and her sister Sarah Bromnell are available for FREE SPEAKING about Sarah Wells Bull. For more information, please call 352-871-5354.

NAR-ANON WORLD SERVICE – Are you affected by someone else’s addiction? Support and Recovery at St. Paul’s Episcopal Church (101 Main Street, Chester NY) on Tuesdays from 7:30 – 8:45pm. For more information, please call 1-800-477-6291 or visit nar-anon.org.

MORGAN GIBSON - Event Director, Sour Fish Events. Application to hold a 5K Run/Walk at the Warwick Valley Winery located at 114 Little York Road, Warwick on May 5th & 6th, 2018 from 7:00am – 12:30pm.

MICHAEL O’BRIEN – Resident, Town of Warwick. Letter dated March 26, 2018 to the Town Supervisor and Town Board regarding the proposed Local Law #2 of 2018 “Carry Out Bags”.

JORDAN GLICK – General Manager, Hampshire Real Estate Companies. Letter dated February 20, 2018 to the Planning Board Engineer regarding the release of the Fairgrounds Performance Bond.

JOAN TIRRELL – Resident, Town of Warwick. Email dated March 29, 2018 to the Town Supervisor and Town Clerk regarding proposed resolution for CPV Permitting with an attached draft of resolution.

MARY BETH LODEMA – Receiver of Tax Clerk, Town of Warwick. Letter dated March 29, 2018 to Supervisor, Town Board and Receiver of Taxes notifying them of her intent to retire.

DAN LAMBE – President, Arbor Day Foundation. Letter dated March 6, 2018 congratulating the Town of Warwick on earning recognition as a 2017 Tree City USA.

CARRIE SCALI – Planning Assistant, Orange County Planning Department. Email dated April 3, 2018 regarding Orange County Municipal Federation (OCMFP) 2018 Spring Brochure. For more information please contact 845-615-3840 or email cscali@orangecountygov.com.

ORANGE & ROCKLAND UTILITIES, INC. - Email dated March 30, 2018 reminding residents to call 811 two (2) to ten (10) days prior to any digging activities.

BEAUTIFUL PEOPLE – Public Invited to Orange County's Miracle League Field Grand Opening on May 20, 2018 at Wickham Woodlands, 225 State School Road from 2:00 – 4:30pm. Ribbon Cutting at 3:00pm. For more information please contact <http://www.beautiful-people.us> or janb@beautiful-people.us.

ERIC ORMSBY – Student, Warwick Valley High School. Special Event Permit to host a Lacrosse Tournament at the Town Park for his Senior Project.

SCOTT FRIEDLER – Resident, Town of Warwick. Request to serve Alcohol at Wickham Woodland Manor for a Family Party on April 28, 2018.

JULIE COLE - Author and Journalist, 6 times Great Granddaughter of Sarah Wells Bull. Email to Town of Warwick dated April 8, 2018 informing Orange County of her concerns of the historic Bull/Booth house on Lazy Lane in Goshen, N.Y. nearly 300 years old to be demolished.

KAREN EMMERICH – Shade Tree Commission, Town of Warwick. Letter dated April 4, 2018 to the Supervisor and Town Board recommending Davey Resource Group be awarded the bid for the tree inventory and preparation of a management plan.

SUSAN MCDONALD – Democratic Election Inspector Coordinator, Orange County Board of Elections. E-mail dated April 6, 2018 to Town Clerk regarding Election Inspector Training Class Letters & Schedules. For more information please contact BOEInspectors@orangecountygov.com.

STEVEN MANCE – Engineer, Environmental Consultants, NY office. E-mail to Town Clerk dated April 9, 2018 regarding the 2017 Warwick water district reports for Bellvale, Eurich Heights, Pine Island, Westside #1, Greenwood Lake, and Wickham Village.

JENNY MONSON-MILLER – Permitting Specialist, Geronimo Energy. Email to Supervisor dated April 9, 2018 regarding comments on the proposed solar law.

VINCE COPELLO – Chairman, Warwick Friendly Visitor Program. March 2018

Monthly Report. Submitted 4/9/2018.

Current Neighbors in Program	84	Increase of 6
Current Volunteers in Program	53	Increase of 5
# of Services by Volunteers	160	
# of Volunteer Hours Provided	107	

Year to Date Totals:

# of Services by Volunteers	520
# of Volunteer Hours Provided	332

LAURA BARCA – Project Manager, Planning Board Engineer, Town of Warwick. Letter dated April 12, 2018 to Supervisor regarding the release of Hampshire Company Bond, Fairgrounds #2.

CHRIS BOTTI – Resident, Pine Island, New York. Letter dated April 11, 2018 and email dated April 12, 2018 to Supervisor regarding Special conditions large scale solar use in the MT Zone.

J.TED FINK – Greenplan Inc. Town Planner, Town of Warwick. Email to Supervisor dated April 12, 2018 regarding Proposed Local Law #3.

BOARD'S DISCUSSION ON CORRESPONDENCE

Supervisor Sweeton: We heard from the ladies from Geronimo Energy, we have a letter of recommendation from Karen Emmerich for one of the bids doing the tree inventory and we will be entertaining a resignation this evening. Do we have any other discussion? Seeing none I would like to go right into reports and hear from our Councilman DeAngelo.

COMMITTEE REPORTS

DEPARTMENT OF PUBLIC WORKS REPORT

Culvert Pipe	Lakeview Drive	Fill in ditch 100 ft. 18 in.	Town
Catch Basins	17 Oak Street	Replace catch Basin	Village of GWL
	5 Elm Street	Raise Catch Basin	Village of GWL
	Village WIDE	Vac Basins	Village of GWL
Ditch Work	Old Ridge Road	Clean ditches	Town
Tree Work	Town wide	Storm Drain	Town
Pot Holes	Town wide	As needed	Town
	Village wide	Fill with cold patch	Village of GWL
Snow Plowing	Town wide	4/2/2018 Snow Storm	Town
	Village wide	4/2/2018 plow and sand roads	Village of GWL

Vehicle Maint.	As needed		Village of GWL
Sanding	Town wide	4/2/2018 Snow Storm	Town
Emerg. Repairs	As needed		Village of GWL
Road Signs	Town wide	As needed	Town
	Village wide	Replace as needed	Village of GWL
Mailboxes	Town wide	As needed	Town
	Village wide	Replace as needed	Village of GWL
Haul Material	Stockpile	Haul item #4 to stockpile	Village of GWL
Water Dept.	Cascade Trail	Replace Curb box	Village of GWL

PARKS DEPARTMENT

Thomas P. Morahan Waterfront Park	Dig perks and deeps for new bathrooms	Bathrooms Closed
ALL other Town Parks are open	Clean up has begun	Bathrooms Open
	Game Openers April 14, 2018	
Field of Dreams at Wickham Woodland	Paving has begun	

ENVIRONMENTAL CONSULTANTS REPORT

Wickham Water District

Wells #11	1,709,600 gal
Average daily use	55,100 gal
Sodium Hypochlorite used	120 qt
Orthophosphate used	24 qt
Caustic Soda	34 gal

Bellvale Park Water District

Total monthly production	85,600 gal
Average daily use	2,800 gal
Sodium Hypochlorite used	10 qt

Eurich Heights Water District

Total monthly production	174,000 gal
Average daily use	5,600 gal
Sodium Hypochlorite used	8 qt
Orthophosphate used	12 qt

Pine Island Water District

Total monthly production	209,300 gal
Average daily use	6,800 gal
Sodium Hypochlorite used	6 qt

Westside #1 Water District

Total monthly production	1,760,600 gal
Average daily use	56,800 gal
Sodium Hypochlorite used	160 qt
Orthophosphate used	60 qt
Caustic Soda	47 gal

The Fairgrounds

Total monthly production	282,300 gal
Average daily use	9,100 gal
Sodium Hypochlorite used	4 qt

The Warwick Tech Park

Total monthly production	196,100 gal
Average daily use	6,300 gal
Sodium Hypochlorite used	20 qt

High water due to break (Repaired 3/28)

Sewer District #1 Wastewater Treatment Facility

Warwick Tech Park	16,000 gal	1%
Wickham Village District	3,771,084 gal	65%
Kings Estates District	1,928,386 gal	34%

<u>Total District Flow</u>	5,715,470 gal	100%
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<u>Average Daily Flow</u>	184,370 gal
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All facility maintenance has been done for the month. (Oil grease, filters)

The belt press ran for 48.5 hrs. and 5 gal of polymer was used.

Sewer District #2 Wastewater Treatment Facility – The Fairgrounds

<u>Total District Flow</u>	142,049 gal
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<u>Average Daily Flow</u>	4,582 gal
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COUNCILMAN DE ANGELO REPORT

1. The Post Report for March 2018 is as follows: Greenwood Lake had 223 calls, the Town outside the Village had 807 calls, Pine Island had 287 calls and the Village of Warwick had 499 calls for a total of 1,816 for the month of March.
2. The Warwick Valley Humane Society will be having a rabies clinic on Sunday April 22, 2018 from 10-Noon. One (1) year vaccination, \$15.00 cash per pet. All dogs must be leashed and cats in carriers. They are having their 3rd annual for the Animals Golf Outing

on May 7, 2018 at the at Mansion Ridge Golf Course in Monroe and they are seeking sponsors. The contact is Jo-Ann Daly of Foot Spa and Tea Bar who is hosting the event for us or the Humane Society at 986-7174. They are also excited they are participating with Winslow Therapeutic Riding Center for the Sunset at Winslow evening on Saturday, June 16th for dinner, dance, raffle, and auction to benefit both organizations. Tickets are available at sunsetatwinslow.com. For more information contact Cindy Vanderplatt at 544-3628.

Their wish list is paper towels, dish detergent, medium sized exam gloves, small dog biscuits and of course Friskies pate can cat food. That's all I have.

COUNCILMAN KOWAL REPORT

1. Well there is nothing much to report. The weather is starting to break and spring is almost here as far as the weather. The parks are getting in better shape now that the snow is gone. Do you have anything to add for this week about the parks Bill?

DPW Deputy Commissioner Roe - No

Councilman Kowal: Go out and take advantage of the parks with this great weather. The parade is Saturday. That's about all I have.

COUNCILMAN GERSTNER REPORT

1. I was able to attend the Lions Award Night. I'd like to thank the Supervisor for that and congratulate all the recipients.

2. The Warwick Little League Parade is this Saturday at 10:00 a.m. in the Village of Warwick. I would like to thank all the Boards of all the leagues and the parents and we look forward to a great season. It's time for spring.

COUNCILMAN SHUBACK REPORT

As you can see by the report the DPW is clearly busy working on what they couldn't do because we had snow 10 days ago in March.

On Monday I went on a tour of the Wallkill Drainage System. The Town of Warwick represents 39% of the total muck land and also the Town of Goshen, Wawayanda, and Minisink. In the past 6 or 7 years we went from the county managing the trees to private contractors. In my opinion they are doing a better job. Because they have no union dues and it's a two-man operation who are partners in the business, actually they bided against each other then joined together last minute. I've seen a big improvement because the farm my sons own now there is almost 2 miles on each side of the Wallkill that we own or lease in the Town of Wawayanda. There's always going to be a problem because trees fall down due to wind and whatnot, but I see a big improvement. I have a few questions and I have to talk to them at the Soil and Water Department in Middletown when I get there next week and then I will report more on it.

Supervisor Sweeton: Thank you, I appreciate you taking the tour as well Councilman.

Councilman Shuback: It was a long day.

ATTORNEY'S REPORT – Nothing further to report

TOWN CLERK'S REPORT

1. FEES COLLECTED - MARCH 2018

Interest in Town Clerk's Checking Account	\$0.62
Copy of Map	\$115.00
Marriage Certified	\$30.00
Returned Check Fee	\$20.00
Photocopies	\$33.50
Postage	\$1.00
Special Event Permit	\$70.00
Carters Permit	\$300.00
Peddlers Permit	\$200.00
Dog Impoundments	\$400.00
Marriage License Fee	\$122.50
Bell Jar Permits	\$10.00
Conservation	\$18.54
Wickham Woodland Manor Fee	\$300.00
Dog Licenses	\$1,443.00
Use of Room Fee – Meeting Room	\$160.00
Use of Room Fee – Senior Room	\$130.00
Town Park Pavilion	\$75.00
Athletic Field Fee	\$100.00
Registrar Town of Warwick	\$480.00
Wickham Woodland Manor Deposit	\$600.00
Town Park Deposits	\$150.00
Total Local Shares Remitted	\$4,739.16

2. FEES PAID – MARCH 2018

NYS Dept. of Health	\$157.50
NYS Ag & Markets for Spay/neuter program	\$179.00
NYS Environmental Conservation	\$621.46
State Comptroller for Bell Jar Permits	\$15.00
Village of Warwick for Registrar	\$930.00
Total Non-Local Revenues	\$1,902.96

TOTAL STATE, COUNTY & LOCAL REVENUES	\$6,642.12
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3. Bid Proposal for a Brute Heavy Duty Top Sider Toolbox 16 x 18 x 88

1. G & T Auto Parts
31 Welling Place
Warwick, NY 10990 CARiD.com
845- 986-2097
Bid Proposal: \$880.00

2. Unique Truck Accessories/ ARiD.com
1 Corporate Drive
Cranbury, NJ 08512
800- 505-3274
Bid Proposal: \$985.29

3. EZ Truck Store
2150 Portola Ave Suite D-285
Livermore, California 94551
855- 866-4639
Bid Proposal: \$1,182.53

4. Bid Proposal to install three (3) Steel tailgate chutes into a Stainless-Steel Tailgate with T/U Paint on the chutes:

1. Amthor Welding
20 Osprey Lane
Gardiner, NY 12525
845-778-5576
Bid Proposal: \$1,425.00

2. Showalter's Equipment
2050 NY017A
Goshen, NY 10924
845-651-7569
Bid Proposal: \$2,100.00

3. Henderson Equipment
280 Old Ledgewood Rd.
Flanders, NJ 07836
Bid Proposal: No Submittal

SUPERVISORS REPORT

1. The Community Preservation Fund receipts for March were \$50,126.48 which brings the total in the fund to \$2,794,833.40 so it was a fairly average month.

2. We did receive a letter from Senator Bonacic of course the NYS Budget passed and was informing us of what our chips allocation would be this year. I'm pleased to report through the Senators good efforts that they included once again allocations for winter recovery and also repave, it's called Pave NY. additional funding so typically we get somewhere in the neighborhood of \$250,000.00 from the state. This year again for the second year in a row, it will be closer to about \$440,000.00. We will be able to get a lot done like we did last year with paving which is sorely needed.

3. Earth Day Celebration is coming up. I'd like to remind people that the Sustainable Warwick Group will have it's Too Good to Toss Event at Stanley Deming Park in the Village of Warwick on the 21st and 22nd in conjunction with the Wickham Woodland Works folks. It was a successful event last year where you could bring items that are clean in good working order and bring them down on Saturday from 10-4. They will have tents set up in the village at Stanley Deming Park and then on Sunday you can go there and shop

for free. You can get something that someone didn't want any more that you might need. So it worked last year and it is a great way to recycle. The Wickham Works folks are going to have a treecycle event where they have all kinds of artists making stuff and showing you how to recycle material so that's a good event.

4. Arbor Day will be officially in Warwick on Friday April 27th at 11:00 am. This year it will be held at the Thomas P. Morahan Waterfront Park. Deputy Commissioner Roe has already scouted out some new locations for trees. The gardeners who normally do the celebration are teaming up with the Shade Tree Commission. So, we will have 5 trees planted that day. Come out if you can and celebrate that event. It is at the Waterfront Park at the end of Windermere Ave. in the Village of Greenwood Lake.

5. Just wanted to mention that this Saturday after you march in the parade, you can go to the public library and catch Matt Dorian from our Shade Tree Commission. He will be talking about understanding the basics of planting. Also Saturday for local residential residents can take your household hazardous waste materials to the Thomas Bull Memorial Park from 9-3pm. It's free. Just need proof of residency and you can drop off all those old things that lay around the house.

5. I want to thank the county for once again authorizing us and waiving the tipping fees for the cleanup during Clean Sweep Weekend which will be the 28th and 29th of April. That's when we ask residents to collect roadside trash. We get the bags from the Chamber and we will pick them up. So, we thank the county for that.

6. Last but not least in the latest edition of the Orange Magazine is a great write up on the Beautiful People. They will be opening their field on May 20, 2018 with a dedication ceremony at Wickham Woodlands. We are excited about that and I think they were also recognized recently by the Orange County Chamber of Commerce.

7. Journal entries were made appropriately and confirmed by the comptroller and myself

8. I appreciate the Dispatch printing my column every week and the Advertiser when it's timely. So, thank you. I appreciate it.

PRIVILEGE OF THE FLOOR (AGENDA ITEMS)

There were no comments or questions on the agenda items.

NEW BUSINESS:

#R2018-126 ESTABLISHING ENERGY BENCHMARKING REQUIREMENTS FOR CERTAIN MUNICIPAL BUILDINGS

Motion Supervisor Sweeton, seconded Councilman Gerstner to adopt the following resolution:

WHEREAS, buildings are the single largest user of energy in the State of New York. The poorest performing buildings typically use several times the energy of the highest performing buildings—for the exact same building use; and

WHEREAS, collecting, reporting, and sharing building energy data on a regular basis allows municipal officials and the public to understand the energy performance of

municipal buildings relative to similar buildings nationwide, and equipped with this information the Town of Warwick is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement; and

WHEREAS, the Town of Warwick desires to use Building Energy Benchmarking - a process of measuring a building's energy use, tracking that use over time, and comparing performance to similar buildings - to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Town of Warwick; and

WHEREAS, the Town of Warwick Town Board desires to establish procedure or guideline for Town of Warwick staff to conduct such Building Energy Benchmarking; and

NOW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED, that the following specific policies and procedures are hereby adopted;

BUILDING ENERGY BENCHMARKING POLICY/PROCEDURES

§1. DEFINITIONS

(A) "Benchmarking Information" shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(B) "Building Energy Benchmarking" shall mean the process of measuring a building's Energy use, tracking that use over time, and comparing performance to similar buildings.

(C) "Commissioner" shall mean the head of the Department.

(4) "Covered Municipal Building" shall mean a building or facility that is owned or occupied by the Town of Warwick that is 1,000 square feet or larger in size.

(5) "Department" shall mean the Office of the Town of Warwick Comptroller

(6) "Energy" shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(7) "Energy Performance Score" shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) "Energy Use Intensity (EUI)" shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) "Gross Floor Area" shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(11) "Portfolio Manager" shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(12) "Utility" shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(13) "Weather Normalized Site EUI" shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

§2. APPLICABILITY

(1) This policy is applicable to all Covered Municipal Buildings as defined in Section 2 of this policy.

(2) The Commissioner may exempt a particular Covered Municipal Building from the benchmarking requirement if the Commissioner determines that it has characteristics that make benchmarking impractical.

§3. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS

(1) No later than May 1, 2017, and no later than May 1 every year thereafter, the Commissioner or his or her designee from the Department shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.

(2) For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Commissioner or his or her designee from the Department shall begin inputting data in the following year.

§4. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION

(1) The Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than September 1, 2017 and by September 1 of each year thereafter for Covered Municipal Buildings; and

(2) The Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

- (a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and
- (b) For each Covered Municipal Building individually:
 - (i) The status of compliance with the requirements of this Policy; and
 - (ii) The building address, primary use type, and gross floor area; and
 - (iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and
 - (iv) A comparison of the annual summary statistics (as required by Section 5(2)(b)(iii) of this Policy) across calendar years for all years since annual reporting under this Policy has been required for said building.

§5. MAINTENANCE OF RECORDS

The Department shall maintain records as necessary for carrying out the purposes of this Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years.

§6. ENFORCEMENT AND ADMINISTRATION

(1) The Commissioner or his or her designee from the Department shall be the Chief Enforcement Officer of this Policy.

(2) The Chief Enforcement Officer of this Policy may promulgate regulations necessary for the administration of the requirements of this Policy.

(3) Within thirty days after each anniversary date of the effective date of this Policy, the Chief Enforcement Officer shall submit a report to the Town Board including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Commissioner determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Policy.

§7. EFFECTIVE DATE

This policy shall be effective immediately upon passage.

§8. SEVERABILITY

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

Discussion: Supervisor Sweeton stated we are in the midst of trying to meet the benchmarks for the clean community program. We need 4 out of 8 and we already have 3

and they will help us implement this. They provide us with software so it's a good way for us to do what we're doing informally now but an efficient way to do it.

ROLL CALL:

	Ayes	Nayes	Absent
<i>Supervisor</i> Michael Sweeton	X		
<i>Councilman</i> Floyd DeAngelo	X		
<i>Councilman</i> Russ Kowal	X		
<i>Councilman</i> James Gerstner	X		
<i>Councilman</i> Mickey Shuback	X		
TOTAL	5	0	0

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

#R2018-127 SPECIAL EVENT – HARD CIDER RUN/SOUR FISH EVENTS

Motion Councilman Gerstner, seconded Councilman Shuback to adopt a resolution granting approval to Morgan Gibson of Sour Fish Events to host a 5K Hard Cider Run at the Warwick Valley Winery located at 114 Little York Road on May 5th & 6th, 2018 from 7:00am – 12:30pm. Pending Police Chief Approval. A Certificate of Insurance is on file in the Town Clerk's Office.

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

#R2018-128 ACCEPT BID PROPOSAL - G & T AUTO PARTS

Motion Councilman Shuback, seconded Councilman Gerstner to adopt a resolution to accept a bid proposal from G & T Auto Parts for a Brute Heavy Duty Top Sider Toolbox 16 x 18 x 88 in an amount not to exceed \$880.00.

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

#R2018-129 ACCEPT RESIGNATION– MARY BETH LODEMA

Motion Supervisor Sweeton, seconded Councilman DeAngelo to adopt a resolution to accept the resignation of Town of Warwick Receiver of Taxes Clerk, Mary Beth Lodema for the purpose of retirement effective April 3, 2018.

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

Discussion: Supervisor Sweeton stated she has been a rock in the receiver's department especially this year with all the receiver's issues. We will sorely miss her, she has been a great employee and we wish her well.

#R2018-130 PROCLAMATION- CELEBRATE ARBOR DAY

Motion Supervisor Sweeton, seconded Councilman Gerstner to Proclaim April 27, 2018 Arbor Day.

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special Day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind, and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our town increase property values, enhance the economic vitality of our business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Michael P. Sweeton, Supervisor of the Town of Warwick do hereby proclaim April 27, 2018 as Arbor Day in the Town of Warwick, New York, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

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

#R2018-131 SPECIAL EVENT – SENIOR PROJECT LACROSSE TOURNAMENT

Motion Councilman Gerstner, seconded Councilman Shuback to adopt a resolution granting approval to Eric Ormsby (Warwick Valley High School Senior) to host a Lacrosse Tournament at the Town of Warwick Park located at Union Corners Road on April 28, 2018 from 9:00am – 5:00pm for a Senior Project. A Certificate of Insurance is on file in the Town Clerk's Office.

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

**#R2018-132 REQUEST TO SERVE ALCOHOLIC BEVERAGES WICKHAM
WOODLAND MANOR – SCOTT FRIEDLER**

Motion Councilman Kowal, seconded Councilman Gerstner to adopt a resolution to grant Scott Friedler permission to serve alcoholic beverages at Wickham Woodland Manor on April 28, 2018 for a family party. A Certificate of Liquor Liability Insurance is on file in the Clerk's Office.

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

**#R2018-133 ACCEPT BID PROPSAL – TREE INVENTORY AND MANAGEMENT
PLAN**

Motion Councilman Shuback, seconded Councilman Gerstner to adopt a resolution to accept a bid proposal from Davey Resource Group to perform a comprehensive tree inventory, including tree location, species, size, condition and maintenance requirements, and preparation of a management plan for the Town's community forest in an amount not to exceed \$19,975.00.

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

Discussion: Supervisor Sweeton stated this is a Grant from NYS DEC to fund this.

**#R2018-134 AUTHORIZE SUPERVISOR TO SIGN AGREEMENT – HEATING &
VENTING SYSTEM**

Motion Councilman Gerstner, seconded Councilman Kowal to adopt a resolution to authorize the Supervisor to sign a maintenance agreement with Armistead Mechanical, Inc. for one (1) year to maintain the Town Hall heating and venting system at a rate not to exceed \$3,016.00.

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

#R2018-135 ACCEPT PROPOSAL – BEACON GRAPHICS

Motion Councilman Gerstner, seconded Councilman DeAngelo to adopt a resolution to accept a proposal from Beacon Graphics for refurbishment of the Highway Departments Sign Machine at a cost not to exceed \$5,442.44

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

**#R2018-136 AUTHORIZE SUPERVISOR TO SIGN AGREEMENT – WARWICK
VALLEY LOCAL DEVELOPMENT CORPORATION**

Motion Councilman Kowal, seconded Councilman Gerstner to authorize the supervisor to sign a Boundary Line Agreement with the Warwick Valley Local Development Corporation that settles an apparent overlap of their respective lot lines and

establishes the respective lot lines of Parcel 3 East and Parcel 3 West, as set forth in Schedule C & D of the Boundary Line Agreement.

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

Discussion: Supervisor Sweeton asked Attorney Myrow if he reviewed this. Attorney Myrow stated that he did. Supervisor Sweeton asked if it is all in order? Attorney Myrow stated yes it was.

#R2018-137 RELEASE BOND – HAMPSHIRE COMPANY/FAIRGROUNDS#2

Motion Supervisor Sweeton, seconded Councilman Gerstner to adopt a resolution to authorize the release of Performance Bond # 1912307 for Fairground #2 pending final review by the Planning Board Engineer in the amount of \$419,662.79 to Hampshire Company, 906 Mt. Kemble Ave., Morristown, NJ 07960 as per letter dated April 12, 2018. Motion carried (5 Ayes, 0 Nays) Supervisor Sweeton declared this resolution duly adopted.

#R2018-138 PROCLAMATION - PREVENTION OF ANIMAL CRUELTY MONTH

Motion Supervisor Sweeton, seconded Councilman DeAngelo to adopt the following resolution:

WHEREAS, the Town Board, the citizens of Warwick and the Warwick Valley Humane Society recognize that animals are living, sentient beings and therefore, deserve due consideration and respect, and

WHEREAS, the welfare of animals consists of the Five Freedoms (freedom from hunger, thirst, and malnutrition; freedom from fear and distress; freedom from physical and thermal discomfort; freedom from pain, injury and disease; and freedom to express normal patterns of behavior; and

WHEREAS, the welfare of animals shall be a common objective and all appropriate steps shall be taken to prevent cruelty to animals and reduce their suffering with effective legal protection, and

WHEREAS, the vigorous enforcement of existing animal cruelty laws will hold those accountable for the neglect and abuse of any animal, wild or tame, and,

WHEREAS, there is a proven direct correlation between acts of animal cruelty and violent and criminal acts on people, and

WHEREAS, the kind and humane treatment of animals has a strong correlation to the kind and humane treatment of people, and

WHEREAS, the month of April has been established as "Prevention of Animal Cruelty Month"

NOW, THEREFORE, I, Michael P. Sweeton, Town Supervisor, do hereby proclaim April 2018 as Prevention of Animal Cruelty Month.

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

Discussion: Supervisor Sweeton stated there was another resolution that did not get on here early enough but I will read it because it is needed by the animal shelter, so I will propose it and we will see.

#R2018-139 APPOINTMENT OF ANIMAL CONTROL OFFICER – NICOLE MOELLMAN

Motion Supervisor Sweeton, seconded Councilman to adopt a resolution to appoint Nicole Moellman as Town of Warwick Animal Control Officer for 2018.

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

Discussion: Supervisor Sweeton stated the animal shelter had two new resignations. One gentleman was going on active duty in the military and the other one is pursuing studies that preclude her from continuing so they were short handed and asked if we could appoint someone who has been working part time for the animal shelter.

BILLS: Motion Councilman DeAngelo, seconded Councilman Kowal to pay the bills as audited. Motion Carried (5 ayes, 0 nays)

PRIVILEGE OF THE FLOOR (GENERAL)

No comments were made under the privilege of the floor by the Town Board or the public.

ADJOURN: Motion Councilman DeAngelo, seconded Councilman Gerstner that the regular meeting be adjourned. Motion Carried (5 ayes, 0 nays) 8:00 p.m.

04-12-18 EA.


Eileen Astorino, Town Clerk

Date: 04/13/2018
Time: 3:33:49PM

Selective Check Register

TOWN OF WARWICK

User: ANA
Page: 1

Including all check statuses

For Bank Id ST and Check Date from 04/13/2018 to 04/13/2018

BANK ID	CHECK #	STATUS	VENDOR #	VENDOR NAME	CHECK DATE	RECONCILE / VOID DATE	AMOUNT EFT
ST	050359	O	0EMIMCOINC	EMIMCO, INC	04/13/2018		5,851.00
ST	050360	O	284 AGGREG	284 AGGREGATES, LLC.	04/13/2018		1,989.94
ST	050361	O	AGL0000000	AGL WELDING SUPPLY CO,INC	04/13/2018		326.28
ST	050362	V	ALTEVA TEL	WVT	04/13/2018		0.00
ST	050363	O	ALTEVA TEL	WVT	04/13/2018		2,863.92
ST	050364	O	AMTHORS000	AMTHOR WELDING SERVICE, INC.	04/13/2018		804.24
ST	050365	O	ARKEL00000	ARKEL MOTORS, INC.	04/13/2018		1,636.49
ST	050366	O	AMSCO	AMSCO	04/13/2018		21.12
ST	050367	O	BOLLENBACH	JOHN D. BOLLENBACH, ESQ.	04/13/2018		10,191.25
ST	050368	O	BROWN VMD	CHARLES E BROWN, VMD	04/13/2018		406.30
ST	050369	O	CABLEVISIO	OPTIMUM	04/13/2018		164.88
ST	050370	V	CARGILL000	CARGILL, INC	04/13/2018		0.00
ST	050371	O	CARGILL000	CARGILL, INC	04/13/2018		73,306.11
ST	050372	O	CARTRIDGE.	CARTRIDGE WORLD	04/13/2018		469.98
ST	050373	O	CHEMUNG000	CHEMUNG SUPPLY CORP.	04/13/2018		5,552.34
ST	050374	O	CHRYSLERJE	CHRYSLER, JEEP, DODGE OF WARWICK LLC	04/13/2018		164.39
ST	050375	O	CINTASCORP	CINTAS CORPORATION	04/13/2018		118.27
ST	050376	O	COREANDMAI	CORE AND MAIN	04/13/2018		9,425.70
ST	050377	O	CORSITIRE0	CORSI TIRE	04/13/2018		1,581.44
ST	050378	O	COUNTY WAS	COUNTY WASTE	04/13/2018		38,435.60
ST	050379	O	CSEA-BENIF	CSEA EMPLOYEE BENEFIT FUND	04/13/2018		10,424.06
ST	050380	O	DAMIA,MARK	MARK C. DAMIA	04/13/2018		303.05
ST	050381	O	DIGSAFELYN	DIG SAFELY NEW YORK, INC	04/13/2018		19.00
ST	050382	O	DISPATCH00	WARWICK VALLEY DISPATCH	04/13/2018		69.60
ST	050383	O	DOMBROWSKI	DOMBROWSKI'S LAWN	04/13/2018		741.91
ST	050384	O	DOWSER LLC	DOWSER, LLC	04/13/2018		94.35
ST	050385	O	EMPIRE ST.	EMPIRE STATE ELECTRIC MOTORS	04/13/2018		195.00
ST	050386	O	ENGINEERIN	ENGINEERING & SURVEYING PROPERTIES, PC	04/13/2018		680.00
ST	050387	O	ENV LABWOR	ENVIRONMENTAL LABWORKS, INC	04/13/2018		495.00
ST	050388	O	ETCHEDIN.T	ETCHED IN TIME ENGRAVING	04/13/2018		332.00
ST	050389	O	FED.EXPRES	FEDERAL EXPRESS CORP.	04/13/2018		28.14
ST	050390	O	FINK000000	ROBERT W. FINK, ESQ.	04/13/2018		637.50
ST	050391	O	FINNO00000	MICHAEL FINN	04/13/2018		107.88
ST	050392	O	FISHER AUT	FISCHER'S AUTO REPAIR	04/13/2018		31.00
ST	050393	O	FLEET.PRID	FLEETPRIDE	04/13/2018		3,169.77

Date: 04/13/2018
Time: 3:33:49PM

Selective Check Register

TOWN OF WARWICK

Including all check statuses

For Bank Id ST and Check Date from 04/13/2018 to 04/13/2018

User: ANA
Page: 2

BANK ID	CHECK #	STATUS	VENDOR #	VENDOR NAME	CHECK DATE	RECONCILE / VOID DATE	AMOUNT EFT
ST	050394	O	FLOR-WICK	FLOR-WICK FRIENDS	04/13/2018		925.00
ST	050395	O	FREDA.BONN	BONNIE FREDA	04/13/2018		50.00
ST	050396	O	FRONTIER.C	FRONTIER COMMUNICATIONS OF NY, INC.	04/13/2018		152.01
ST	050397	V	G AND T000	G AND T AUTO PARTS INC.	04/13/2018		0.00
ST	050398	V	G AND T000	G AND T AUTO PARTS INC.	04/13/2018		0.00
ST	050399	V	G AND T000	G AND T AUTO PARTS INC.	04/13/2018		0.00
ST	050400	V	G AND T000	G AND T AUTO PARTS INC.	04/13/2018		0.00
ST	050401	O	G AND T000	G AND T AUTO PARTS INC.	04/13/2018		3,850.39
ST	050402	O	GENTECH.LTD	GENTECH, LTD.	04/13/2018		1,725.00
ST	050403	O	GLOBAL MON	GLOBAL MONTELLO GROUP CORP.	04/13/2018		12,805.69
ST	050404	O	GOOSETOWNO	GOOSETOWN COMMUNICATIONS.	04/13/2018		16,736.64
ST	050405	O	GREEN CHEV	ROBERT GREEN AUTO & TRUCK, INC.	04/13/2018		31,026.64
ST	050406	O	GREENW.DPW	GREENWOOD TRUE VALUE- DPW	04/13/2018		432.45
ST	050407	O	GREENWOODT	GREENWOOD TRUE VALUE	04/13/2018		326.54
ST	050408	O	GURDA OIL0	GURDA OIL CO., INC.	04/13/2018		536.20
ST	050409	O	HERITAGE00	KOSCOHERITAGENERGY	04/13/2018		4,145.40
ST	050410	O	HOWELL LAN	ROBERT HOWELL LANDSCAPING	04/13/2018		1,750.00
ST	050411	O	HUMANE SOC	WARWICK VALLEY HUMANE SOCIETY	04/13/2018		8,583.34
ST	050412	O	HUNTER ELE	HUNTER ELEVATOR CO., INC.	04/13/2018		213.41
ST	050413	O	INTER.WAST	INTERSTATE WASTE SERVICE	04/13/2018		725.38
ST	050414	O	INTERNATIO	INTERNATIONAL CODE COUNCIL	04/13/2018		135.00
ST	050415	O	J.M. ELECT	J.M. ELECTRIC & SON INC.	04/13/2018		2,037.44
ST	050416	O	JEWISHFAMI	JEWISH FAMILY SERVICE OF ORANGE COUNTY, INC	04/13/2018		1,250.00
ST	050417	O	JOHNNY.ON.	JOHNNY ON THE SPOT, LLC	04/13/2018		413.85
ST	050418	O	KARMIOI.BR	BRENDA ASTORINO	04/13/2018		102.72
ST	050419	O	KAYTES0000	LEO KAYTES FORD INC.	04/13/2018		1,090.53
ST	050420	O	KONICA REP	KONICA MINOLTA BUSINESS SOLUTIONS USA INC	04/13/2018		132.27
ST	050421	O	KRYSTAL CL	KRYSTAL KLEANING LLC	04/13/2018		1,020.00
ST	050422	O	LIBERTY000	RENTOKIL PEST CONTROL/ C EHRlich CO, INC.	04/13/2018		63.00
ST	050423	O	LINDSEYMEY	LINDSEY MEYER MEMORIAL FOUNDATION	04/13/2018		25.00
ST	050424	O	LOCHNER EN	LOCHNER ENGINEERING, P.C.	04/13/2018		16,613.35
ST	050425	O	LUZON OILO	LUZON OIL COMPANY, INC.	04/13/2018		357.50
ST	050426	O	MIDNITE.AU	MIDNITE AUTO PARTS	04/13/2018		29.98
ST	050427	O	MONTAGUE00	MONTAGUE TOOL AND SUPPLY	04/13/2018		388.92
ST	050428	O	MONTGOMER	MONTGOMERY OVERALL SERVICES, INC.	04/13/2018		200.00

Date: 04/13/2018
Time: 3:33:49PM

Selective Check Register

TOWN OF WARWICK

User: ANA
Page: 3

Including all check statuses
For Bank Id ST and Check Date from 04/13/2018 to 04/13/2018

BANK ID	CHECK #	STATUS	VENDOR #	VENDOR NAME	CHECK DATE	RECONCILE / VOID DATE	AMOUNT	EFT
ST	050429	O	MORLEY0000	ALTON S. MORLEY	04/13/2018		235.00	
ST	050430	O	NEWPORTBLO	NEWPORT BLOOM, LLC	04/13/2018		600.00	
ST	050431	O	NEYMAN0000	MICHAEL J. NEYMAN	04/13/2018		2,164.18	
ST	050432	O	NORTH.SAFT	NORTHERN SAFETY CO., INC.	04/13/2018		351.47	
ST	050433	O	NY COMM000	NEW YORK COMMUNICATIONS COMPANY	04/13/2018		4,118.00	
ST	050434	O	NYS INDUST	NEW YORK STATE INDUSTRIES FOR THE DISABLED INC.	04/13/2018		219.86	
ST	050435	O	NYS RETIRE	NEW YORK STATE RETIREMENT	04/13/2018		50.81	
ST	050436	O	OFFICE-JUS	OFFICE OF THE STATE COMPTROLLER	04/13/2018		6,802.00	
ST	050437	O	OLNEY.CHRI	CHRIS OLNEY	04/13/2018		2,548.00	
ST	050438	V	ORANGE/ROC	ORANGE AND ROCKLAND UTILITIES	04/13/2018		0.00	
ST	050439	O	ORANGE/ROC	ORANGE AND ROCKLAND UTILITIES	04/13/2018		30,466.83	
ST	050440	O	OTOLLES HA	OTOOLS HARLEY DAVIDSON	04/13/2018		7,583.01	
ST	050441	O	PARTNERS S	PARTNERS IN SAFETY INC.	04/13/2018		65.00	
ST	050442	O	PHILLIPS00	R.S. PHILLIPS CO.	04/13/2018		48.00	
ST	050443	O	PI7BOW179	PITNEY BOWES INC.	04/13/2018		165.00	
ST	050444	O	ROE0000000	ROE BROTHERS	04/13/2018		518.37	
ST	050445	O	ROGO FASTE	ROGO FASTENER CO., INC.	04/13/2018		152.10	
ST	050446	O	ROYAL BUIC	ROYAL BUICK GMC, INC.	04/13/2018		2,201.65	
ST	050447	O	RUDY,NANCY	NANCY RUDY	04/13/2018		40.00	
ST	050448	O	SCHMIDT500	SCHMIDT'S WHOLESALE, INC.	04/13/2018		63.10	
ST	050449	O	SCHWAAB000	SCHWAAB, INC.	04/13/2018		72.75	
ST	050450	O	SEELY00000	SEELY & DURLAND, INC.	04/13/2018		16,983.71	
ST	050451	O	SITEONELAN	SITEONE LANDSCAPE SUPPLY, LLC	04/13/2018		218.23	
ST	050452	O	STEVENS MO	MELISSA STEVENS	04/13/2018		38.15	
ST	050453	O	SUMMIT HAN	SUMMIT HANDLING SYSTEMS, INC.	04/13/2018		64.37	
ST	050454	O	TAM ENTERP	TAM ENTERPRISES, INC.	04/13/2018		2,620.00	
ST	050455	O	TETZ ASPHA	TETZ ASPHALT, LLC	04/13/2018		254.61	
ST	050456	O	TILCON0000	TILCON NEW YORK, INC.	04/13/2018		1,170.00	
ST	050457	O	TIMES RECO	TIMES HERALD RECORD	04/13/2018		195.97	
ST	050458	O	TRACK7.POS	TRACK 7 POSTAL CENTER	04/13/2018		30.42	
ST	050459	O	VERIZON WI	VERIZON WIRELESS	04/13/2018		218.85	
ST	050460	O	VERIZON000	VERIZON	04/13/2018		41.37	
ST	050461	O	VLOF GR.0	VILLAGE OF GREENWOOD LAKE	04/13/2018		275.10	
ST	050462	O	W.E.TIMMER	W.E. TIMMERMAN COMPANY, INC.	04/13/2018		647.41	
ST	050463	O	WADESONS00	WADESON'S HOME CENTER	04/13/2018		158.94	

Date: 04/13/2018
Time: 3:33:49PM

Selective Check Register

User: ANA
Page: 4

TOWN OF WARWICK

Including all check statuses

For Bank Id ST and Check Date from 04/13/2018 to 04/13/2018

BANK ID	CHECK #	STATUS	VENDOR #	VENDOR NAME	CHECK DATE	RECONCILE / VOID DATE	AMOUNT EFT
ST	050464	O	WARWICK AU	WARWICK VALLEY AUTO BODY INC	04/13/2018		1,400.50
ST	050465	O	WARWICK PR	DIGITAL UNITED COLOR PRINTING, INC.	04/13/2018		200.00
ST	050466	O	WARWICK RE	WARWICK GENERAL RENTAL	04/13/2018		198.00
ST	050467	O	WB MASONCO	W.B. MASON CO., INC.	04/13/2018		29.95
ST	050468	O	WERNERS001	WERNERS FOR HOME & FAMILY	04/13/2018		102.73
ST	050469	O	WESTCHESTE	WESTCHESTER BROADWAY THEATRE	04/13/2018		1,637.50
ST	050470	O	WESTRANS,L	WESTRANS, LLC	04/13/2018		40.00
ST	050471	O	WOODARDS00	WOODARD'S CONCRETE PRODUC	04/13/2018		649.50
ST	050472	O	WSHEALEYCH	WS HEALEY CHEVROLET BUICK INC	04/13/2018		82.38
Bank ID: ST Name: STERLING NATIONAL BANK Checking Account #: 6700102910					Bank ID Totals:		364,203.98
Report Totals:							364,203.98

To the Supervisor:

I certify that the vendors listed above were audited by the Town Board on 4-12-18 and allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount opposite the name.

4-17-18 Date Steven M. Ostrowski Town Clerk