

AGENDA - TOWN BOARD MEETING

May 28, 2020

7:30pm

REGULAR MEETING:

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ACCEPTANCE OF MINUTES

1. Regular Meeting May 14, 2020

CORRESPONDENCE:

LOUISE VANDRRMARK/DAVID C. GREEN – Commissioners, Orange County Board of Elections. Letter to Town Clerk regarding the Absentee Ballots for the June 23, 2020 Primary Election and early voting dates and times.

CONNIE SARDO – Planning Board Secretary, Town of Warwick. Letter dated May 19, 2020 to the Town Board recommending an Escrow Refund back to Planning Board Applicant Warren Paddock from View2 Verizon Wireless.

THOMAS MCGOVERN – Chief of Police, Town of Warwick. Email dated May 20, 2020 to the Town Comptroller regarding an employee's spot on the roster.

BENJAMIN ASTORINO – DPW Commissioner, Town of Warwick. Letter dated May 20, 2020 to the Comptroller regarding part-time laborers and COVID-19.

NYS DEPT OF TAXATION AND FINANCE OFFICE OF REAL PROPERTY TAX SERVICES - Certificate of Attendance Board of Assessment Review Training for Drew Manzi submitted to the Town Clerk.

BOARD'S DISCUSSION ON CORRESPONDENCE

VISITING ELECTED OFFICIALS

REPORTS OF BOARDS AND COMMISSIONS

COMMITTEE REPORTS

DEPARTMENT OF PUBLIC WORKS REPORT

PARKS DEPARTMENT

Town Park	Mow & Maintain	Town
Union Corners Park	Open	Town
Wickham Woodland Park	Open	Town
Thomas P. Morahan Park	Closed	Village of GWL
Ben Winstanley Park	Closed	Village of GWL

ENVIRONMENTAL CONSULTANTS REPORT

COUNCILMAN DE ANGELO REPORT

COUNCILMAN KOWAL REPORT

COUNCILMAN GERSTNER REPORT

COUNCILMAN SHUBACK REPORT

ATTORNEY'S REPORT

TOWN CLERK'S REPORT

SUPERVISORS REPORT

1. Coronavirus update
 - A. Town operations
2. CPF funds for April 2020
3. Kurtz Camp purchase update
4. Virtual Founders Day- Saturday May 30th at 11 am
5. Journal entries
6. Supervisors corner

PRIVILEGE OF THE FLOOR (AGENDA ITEMS)

NEW BUSINESS:

1. AUTHORIZE ESCROW REFUND – WARREN PADDOCK/VIEW VERIZON WIRELESS
2. STEPHANIE COCKBURN- REMOVE FROM ORANGE COUNTY HUMAN RESOURCE RECORDS
3. APPOINTMENTS FOR 2020 EMPLOYEES - THOMAS P. MORAHAN WATERFRONT PARK EMPLOYEE
4. PART TIME DPW LABORERS – REMOVE FROM ORANGE COUNTY HUMAN RESOURCE RECORDS
5. APPOINT SEASONAL LABORER – MAINTENANCE OF KUTZ CAMP
6. AUTHORIZE SUPERVISOR TO SIGN AGREEMENT - WVLDC

BILLS:

PRIVILEGE OF THE FLOOR (GENERAL)

RECONVENE:

ADJOURN:

RECONVENE

**SUGGESTED RESOLUTIONS
REGULAR TOWN BOARD MEETING
May 28, 2020**

1. AUTHORIZE ESCROW REFUND – WARREN PADDOCK/VIEW VERIZON WIRELESS

Motion to adopt a resolution to refund the remaining balance of \$1,041.25 back to Warren Paddock of View Verizon Wireless Infrastructure Fund, LLP. at 2727 North Hardwood, Suite #225, Dallas, TX, 75201. As per letter dated May 4, 2020 from the Planning Board Secretary. Final Maps have been signed and there are no outstanding invoices.

2. STEPHANIE COCKBURN- REMOVE FROM ORANGE COUNTY HUMAN RESOURCE RECORDS

Motion to adopt a resolution to remove Stephanie Cockburn from the Town’s records under Orange County Human Resources position list as per request from the Police Chief’s letter dated May 20, 2020.

3. APPOINTMENTS FOR 2020 EMPLOYEES - THOMAS P. MORAHAN WATERFRONT PARK EMPLOYEE

Motion to adopt a resolution to appoint the following to various Thomas P. Morahan Waterfront Park positions for the 2020 season.

Luke Keller	MANAGER	\$18.25
Alexis Kass	GATEKEEPER	\$12.75
Kailey Zachgo	HEAD LIFEGUARD	\$17.00
Kyle Bower	SENIOR LIFEGUARD	\$16.30
Sharon Curtin	SENIOR LIFEGUARD	\$16.30
Colleen O’Brien	SENIOR LIFEGUARD	\$16.30
Cameron Jacobs	SENIOR LIFEGUARD	\$15.30
Gregory Fratto	LIFEGUARD	\$15.30
Kyle Fratto	LIFEGUARD	\$15.30
Morgan Gesty	LIFEGUARD	\$15.30
Abigail Jacobs	LIFEGUARD	\$15.00
David Lyko	LIFEGUARD	\$15.30
Steven Goldstein	GROUNDSCKEEPER/LIFEGUARD	\$11.30
Steven Acchambault	GROUNDSCKEEPER	\$11.10
Jarrett MulQueen	GROUNDSCKEEPER	\$11.30
Francisco Velez	GROUNDSCKEEPER	\$11.30

4. PART TIME DPW LABORERS – REMOVE FROM ORANGE COUNTY HUMAN RESOURCE RECORDS

Motion to adopt a resolution to remove DPW part-time laborers Jason Jennings and Richard Pasuit from the Town's records under Orange County Human Resources position list as per request from the DPW Commissioner's letter dated May 20, 2020.

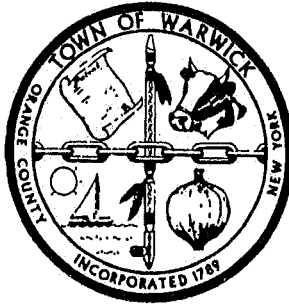
5. APPOINT SEASONLA LABORER – MAINTENANCE OF KUTZ CAMP

Motion to adopt a resolution to hire Keith Emmanuel as a Seasonal laborer at a rate of \$27.25 effective June 1, 2020 assisting the town with the transfer and maintenance of the Kutz Camp property.

6. AUTHORIZE SUPERVISOR TO SIGN AGREEMENT - WVLDC

Motion to authorize the supervisor to sign an agreement for the Town to re-acquire the property known as SBL 46-1-39.2, the farm complex, from the Warwick Valley Local Development Corporation for \$1.00.

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

MAY 28, 2020 TOWN BOARD MEETING

Join Zoom Meeting May 28, 2020 7:30pm

<https://us02web.zoom.us/j/5837860184?pwd=OXR2VFBFdkVmMDJ2c2Vna2NjZTVpQT09>

Meeting ID: 583 786 0184

Password: 484373

One tap mobile

+13126266799,,5837860184#,,1#,484373# US (Chicago)

+19294362866,,5837860184#,,1#,484373# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 583 786 0184

Password: 484373

Find your local number: <https://us02web.zoom.us/j/5837860184?pwd=OXR2VFBFdkVmMDJ2c2Vna2NjZTVpQT09>

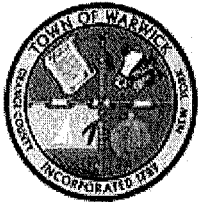
X

Warwick Town Clerk

From: Warwick Town Comptroller
Sent: Wednesday, May 20, 2020 2:12 PM
To: Michael Sweeton; Warwick Town Clerk
Subject: FW: Stephanie Cockburn

Please make note of the email below for the next board meeting.
Thanks,

Ana Kanz
Comptroller
Town of Warwick
(845) 986-1120 x3



RECEIVED
MAY 20 2020
Town of Warwick
Town Clerk

RECEIVED
MAY 20 2020
Town of Warwick
Town Clerk

From: Thomas McGovern <tmcgovern@townofwarwickpd.org>
Sent: Wednesday, May 20, 2020 1:28 PM
To: Warwick Town Comptroller <comptroller@townofwarwick.org>
Subject: Stephanie Cockburn

Ana,
This will confirm our conversation today that Stephanie Cockburn has not worked since October of 2014, and as such, should be removed from holding a spot in the roster.
T. McGovern, Chief

X

May 20, 2020

RECEIVED
MAY 21 2020
Town of Warwick
Town Clerk

To: Ana Kanz
Town Comptroller

From: Ben Astorino
DPW Commissioner



RE: Part Time Laborers Removal

Due to COVID 19 the Town of Warwick is reducing the part time laborers. Please remove the following employees from your records:

Jason Jennings
Richard Pasuit



Thanks.



OFFICE OF COMMUNITY DEVELOPMENT

Nicole Andersen, Director

40 Matthews Street, Suite 307A

Goshen, New York 10924

Tel: (845) 615-3820 · Fax: (845) 360-9093

Email: CommDev@orangecountygov.com

Steven M. Neuhaus

County Executive

RECEIVED

MAY 15 2020

Town of Warwick
Town Clerk

May 15, 2020

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

Transmitted Via Email on 5/15/2020

Dear Supervisor Sweeton:

The U.S. Department of Housing and Urban Development (HUD) has notified Orange County to begin the Urban County Qualification process for participation in the Community Development Block Grant (CDBG), the HOME Investment Partnership Program (HOME), and the Emergency Solutions Grant (ESG) for Fiscal Years 2021, 2022 and 2023. In 1982, Orange County municipalities joined together to form the Orange County Urban County Consortium. Every three years, the consortium must be recertified in order to continue to receive CDBG, HOME, and ESG entitlement funds.

In accordance with HUD regulations we are notifying all Towns and Villages who are currently members of the Urban County Consortium that the Cooperation Agreement currently in effect will automatically be renewed unless the participating unit of general local government (Town or Village) elects to terminate the Cooperation Agreement with respect to such unit of general local government at the end of the current qualification period.

If you wish to continue participation in the Orange County Urban County Consortium for FY-2021, 2022, 2023, please be advised that the cooperation agreement will automatically renew, and no action is required of you.

If you elect **not** to continue participating in the Orange County Urban County Consortium for the FY 2021, 2022, 2023 qualification period, you must notify the County and HUD in writing that you are terminating the cooperation agreement, no later than **June 7, 2020**.

Please be advised that units of local government included in the Urban County Consortium will continue to be able to participate in the County's CDBG, HOME and ESG Programs. You are also advised that as an Urban County Consortium member, you will not be eligible to apply for grants under the State CDBG/Small Cities program while you are a part of the Urban County.

We hope that you will continue to participate as a member of the Urban County Consortium.

If you have any questions regarding the above matter, please contact me at (845) 615-3819 or nandersen@orangecountygov.com, or Alaina Walag, Project Manager, at (845) 615-3817 or awalag@orangecountygov.com.

Sincerely,

Nicole Andersen, Director
Community Development



Warwick Town Clerk

From: Canfield, Courtney <cacanfield@orangecountygov.com>
Sent: Monday, May 18, 2020 9:36 AM
To: Canfield, Courtney
Cc: Vandemark, Louise; Green, David; Staltare, Bianca
Subject: Primary Election - June 23 Information
Attachments: PE20 Poll Sites.pdf; Town Clerks Election Survey June 2020.doc; Orange County Early Voting Centers 2020.docx; COVID absentee letter to voters.doc

Dear Town and City Clerks:

We hope you are all doing well and staying healthy.

As of today, we will be conducting the Democratic Presidential Primary and the State & Local Primary on June 23, 2020.

In preparation, we have a few items we wanted to share with you concerning this election.

1. **Election Survey** - We would appreciate you filling out the attached survey and returning to us by **Friday, May 22**. We can confirm election assignments and finalize logistics for this election with this survey. We do appreciate all your assistance with the election process and especially asking the Police Department to collect bags election night which is a huge help.
2. **Polling Places** - Please find a consolidated polling place list attached for your reference.
3. **Registering to Vote** - the last day to Register to Vote is **Friday, May 29**, all forms have to be in person or postmarked that day.
4. **RTM Reporting** - We need you to verify if your town/city would continue to collect election results for this election at your Town Hall on June 23.
5. **Absentee Ballot Applications** - The Board mailed out applications to all voters who are eligible to vote for this election. We have attached the instructional letter sent to voters for your reference. Applications can be postmarked to our office, no later than 6/16/2020. Applications will only be accepted in person after that date.
6. **Early Voting** - We plan on opening 7 sites for the Primary, see attached schedule and locations.

June 13 - Saturday	Noon to 5 PM
June 14 - Sunday	10 AM to 3 PM
June 15 - Monday	Noon to 8 PM
June 16 - Tuesday	7 AM to 3 PM
June 17 - Wednesday	Noon to 8 PM
June 18 - Thursday	7 AM to 3 PM
June 19 - Friday	Noon to 8 PM
June 20 - Saturday	10 AM to 3 PM
June 21 - Sunday	10 AM to 3 PM



Orange County Board of Elections

75 Webster Ave, PO Box 30

Goshen, NY 10924

Phone (845) 360-6500

Fax (845) 291-2437

www.orangecountygov.com/elections

elections@orangecountygov.com

RECEIVED

MAY 18 2020

Town of Warwick
Town Clerk

Louise Vandemark
Commissioner

David C. Green
Commissioner

May 7, 2020

ATTENTION: Orange County, NY Voter

New York State Governor Andrew Cuomo signed Executive Order 202.26, which requires Boards of Elections in New York State to send every eligible voter an Absentee Ballot Application for the election to be held on June 23, 2020.

Enclosed, you will find the New York State Absentee Ballot Application, which if you choose; you may fill out and return to the Orange County Board of Elections using the included pre-addressed, postage-guaranteed envelope. Multiple applications may be returned within the same envelope.

Due to the current COVID-19 crisis and the potential for this virus to be spread within the community, we recommend submitting the Absentee Ballot Application in lieu of visiting your assigned Poll Site on June 23, 2020. For anyone who chooses to use this option, which is currently only available for the June 23, 2020 Primary, the correct reason to be selected under Section 1 of the application would be "**temporary illness or physical disability**". Executive Order 202.15 authorized this option due to the potential for contraction of the COVID-19 virus or for individuals who may be a carrier of the virus without realizing it.

If you select to mail your completed application it must be postmarked no later than 7 days before the June 23, 2020 Primary Election. Completed applications may also be faxed to (845) 291-2437, scanned and e-mailed to: elections@orangecountygov.com. or by calling (845)360-6500 and completing your application by phone.

Voters who choose not to submit an Absentee Ballot Application may still have the option of visiting their assigned poll site on June 23, 2020 (polls are open 6AM to 9PM) or participate in Early Voting by visiting your assigned Early Voting location from June 13th to June 21st. Hours for Early Voting can be found at www.orangecountygov.com/elections. **ANYONE WHO CHOOSES TO VOTE AT THEIR ASSIGNED POLL SITE OR EARLY VOTE CENTER MUST HAVE A FACE COVERING.**

We encourage you to visit our website at www.orangecountygov.com/elections to view a sample of your June 23,2020 Primary Election ballot and for up to date information regarding this Election.

(01/17)



RECEIVED

MAY 28 2020

Town of Warwick
Town Clerk

STATE OF NEW YORK
DEPARTMENT OF TAXATION AND FINANCE
OFFICE OF REAL PROPERTY TAX SERVICES

EDUCATIONAL SERVICES

W.A. HARRIMAN CAMPUS
ALBANY, NY 12227

CERTIFICATE OF ATTENDANCE
BOARD OF ASSESSMENT REVIEW TRAINING

Member's Name: Drew Manzi
Town: Warwick
County: Orange
Date of Training: April 30, 2020

This is to certify that, pursuant to Section 523 of the Real Property Tax Law and Section 8188-6.1(c) of Title 9 of the Official Compilation of Codes, Rules and Regulations of the State of New York, you attended a board of assessment review member training session on the above date. As a result, you are now authorized to participate in the forthcoming meeting(s) of the Board of Assessment Review.



County Director of Real Property Tax Services

May 12, 2020

Date

cc: Town/City Clerk