

AGENDA – TOWN BOARD MEETING
April 13, 2023
7:00pm

PUBLIC HEARING: AMENDMENT OF CHAPTER 129 OF THE CODE OF THE TOWN OF WARWICK ENTITLED “SHORT-TERM RENTAL PROPERTY” BY REPLACING THE ENTIRE CHAPTER

REGULAR MEETING:

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

ACCEPTANCE OF MINUTES

- 1. Public Hearing- March 23, 2023 Community Development 2023 HUD Grant Project Solicitation.**
- 2. Regular Meeting- March 23, 2023**

CORRESPONDENCE:

JOHN D. RADER – Chief of Police, Town of Warwick. Memo dated April 3, 2023 to the Supervisor regarding an updated agreement with the Warwick Valley Central School District.

RICHARD PURCELL – Planning Board Alternate Member, Town of Warwick. Letter dated March 9, 2023 to the Town Clerk requesting the Town Board for re-appointment to the Town of Warwick Planning Board.

SUSAN FERRO – Executive Director, Winslow Therapeutic Riding Center. Letter dated February 23, 2023 to the Town Board requesting the Town’s support for the FY-2024 CDBG application of \$25,000.00.

RAYMOND WESTBROOK- Resident, Town of Warwick. Letter to the Town Board requesting a refund of a canceled application.

CHRISTOPHER P. BOREK – Chief Assistant District Attorney. Letter dated March 15, 2023 to the Supervisor regarding avoiding conflict of interests by recommending that municipalities in Orange County create and empower strong Ethics Boards and enact local statutes and rules mandating the disclosure of the businesses and properties owned by municipal officials in the municipalities in which they serve.

WARWICK VALLEY CHAMBER – Operation Clean Sweep! April 15th-23rd, 2023 RAIN or SHINE. For more information: info@warwickcc.org or call 845-986-2720.

KELLY ROLO – Orange & Rockland Utilities. Email dated March 31, 2023 to the Clerk urging municipalities to check for excavator certification. You can check UDIG NY Training Verification site to see if your excavator is qualified.

RAVI GOPAUL – Public Affairs Specialist, Social Security. Email dated March 31, 2023 regarding the Social Star April 2023.

BILL BEYSAL – Resident, Town of Warwick. Letter to Town Board asking for a reimbursement of damage to his car after a town vehicle hit it in his private driveway.

BARBARA DEVINE – Secretary/Administrative Assistant II, Orange County Department of Public Works. Email dated April 10, 2023 to the Clerk regarding the updated Orange County Transfer Stations 2023 Tipping Rate Sheet.

STEVEN M. NEUHAUS– County Executive, Orange County. Letter dated March 24, 2023 to the Town’s Recreation Director informing that the Town of Warwick has been awarded a Municipal Tourism Grant in the amount of \$4,999.00.

BOARD’S DISCUSSION ON CORRESPONDENCE

VISITING ELECTED OFFICIALS

REPORTS OF BOARDS AND COMMISSIONS

COMMITTEE REPORTS

DEPARTMENT OF PUBLIC WORKS REPORT

Drainage		
Tree Work	Bid Island Rd.	Remove Trees with Nelson Tree Co.
	Jones Rd.	Remove Trees with Nelson Tree Co.
	DeKay Rd.	Remove Trees with Nelson Tree Co.
Pot Holes	Town Wide	Fill with cold patch
Vehicle Maint.	As needed	
Emerg. Repairs	As needed	
Water Dept.	Jersey Ave.	Replace Curb box

PARKS DEPARTMENT

Union Corners Park	Open	Town
Mountain Lake Park	Fishing Pond Open	Town
Town of Warwick Dog Park	Open	Town
Airport Road Park	Open	Town
Cascade Park	Open	Town
Wickham Woodland Park	Open	Town

Wickham Passive Boat Launch	Open	Town
Pine Island Park	Open	Town
Thomas P. Morahan Waterfront Park	Beach Closed	Village of GWL
Ben Winstanley Park	Open	Village of GWL
Village of GWL Dog Park	Open	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

1. FEES COLLECTED – MARCH 2023

Interest in Town Clerk's Checking Account	\$2.29
MLP Art Studio	\$400.00
MLP Kitchen	\$600.00
MLP Kitchen Per Hour	\$160.00
MLP Kitchen Storage	\$10.00
MLP Lodge Dining Hall	\$800.00
MLP Lodge Lounge	\$225.00
MLP NR Dance Studio	\$1,600.00
MLP-NR Cabins/Apartments	\$1,865.00
MLP-NR Lakeside Pavilion	\$670.00
MLP-NR Lodge Dining Hall	\$500.00
MLP- Office Small Room	\$250.00
MLP – Serving Station	\$30.00
MLP – Tablecloths	\$5.00
Wickham Woodland Manor Fee	\$500.00
Greenwood Lake Permit Residents	\$20.00
Mountain Lake Park Access (Former Kutz Camp)	\$5.00
Wickham Lake Permit Fee Resident	\$80.00
Wickham Lake Permit Fee Resident Renewal	\$120.00
Copy of Map	\$10.00
Film Production Fee	\$250.00
Marriage Certified	\$190.00
Carters Permit	\$200.00

Peddler Permit	\$300.00
Photocopies	\$13.00
Special Event Permit	\$25.00
Use of Room Senior Center	\$50.00
Postage	
Dog Impoundments	\$290.00
Town Park Pavilion	\$50.00
Athletic Field Fee	\$50.00
Marriage License Fee	\$140.00
Bell Jar Fees	
Conservation	\$23.74
Dog Licenses	\$1,486.00
Registrar Town of Warwick	\$290.00
Police Agreement 3rd Party	\$4,620.00
Wickham Woodland Manor Deposit	\$600.00
MLP Deposit Art Studio	
MLP Deposit Cabins/Apartments	\$600.00
MLP Deposit Lakeside Pavilion	\$200.00
MLP Deposit Lodge Dining Hall	\$1,300.00
MLP Deposit Lodge Lounge	\$100.00
MLP Deposit Office Small Room	\$250.00
Town Park Deposit	\$100.00
Athletic Field Deposit	\$400.00
Total Local Shares Remitted	\$19,380.03

2. FEES PAID – MARCH 2023

NYS Dept. of Health	\$180.00
NYS Ag & Markets for Spay/neuter program	\$183.00
NYS Environmental Conservation	\$406.26
Village of Warwick for Registrar	\$1,320.00
Total Non-Local Revenues	\$2,089.26

SUPERVISORS REPORT

1. CPF for March
2. OC 2023 HH waste collection day – 4/15
3. Coolest Recycling Event- 4/17-4/19
4. Operation Clean Sweep -4/15-4/23
5. Repair Café on Today Show – 4/14
6. Arbor Day- 4/28 11 AM Mt. Lake Park
7. OC Tourism Grant
8. WLL Parade-4/15 10 am
9. Journal entries
10. Supervisors Corner – Published each week in the Warwick Dispatch, with excerpts printed in the Warwick Advertiser.

PRIVILEGE OF THE FLOOR (AGENDA ITEMS)

NEW BUSINESS:

1. **PROCLAMATION- CELEBRATE ARBOR DAY**
2. **AUTHORIZE TOWN TO CREATE SEVEN ADDITIONAL LIFEGUARD POSITIONS**
3. **APPOINT PART-TIME DIAL-A-BUS DRIVER – RICHARD MILLS**
4. **AUTHORIZE SUPERVISOR TO SIGN AN UPDATED MEMORANDUM OF AGREEMENT WITH THE WARWICK VALLEY CENTRAL SCHOOL DISTRICT**
5. **RE-APPOINT PLANNING BOARD ALTERNATE MEMBER – RICHARD PURCELL**
6. **SPECIAL EVENT – WARWICK VALLEY HUMANE SOCIETY DOG WALK-A-THON FUNDRAISER**
7. **2024 HUD PROJECT- GOVERNING BODY AUTHORIZING RESOLUTION**
8. **ADOPT MOUNTAIN LAKE PARK POOL FEES**
9. **RENEW CONTRACT – KINGS ESTATES MAINTENANCE & SNOW**
10. **REQUEST TO SERVE ALCOHOL – KRISTEN FIGUEROA**
11. **REQUEST TO SERVE ALCOHOL – WARWICK FIRE DEPARTMENT**
12. **REQUEST TO SERVE ALCOHOL – AMANDA HELLER**
13. **REQUEST TO SERVE ALCOHOL – MATTHEW WEISGARBER**
14. **REQUEST REFUND – RAYMOND WESTBROOK**
15. **AUTHORIZATION TO SIGN 2022 SERVICE AWARD PROGRAM CERTIFICATE (LOSAP) – GREENWOOD LAKE VOLUNTEER AMBULANCE CORP.**
16. **SPECIAL EVENT PERMIT – DROWNED LAND BREWERY**
17. **AUTHORIZE SUPERVISOR TO SIGN AGREEMENT – SEM SECURITY SYSTEMS INC.**

BILLS:

PRIVILEGE OF THE FLOOR (GENERAL)

RECONVENE:

ADJOURN:

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Town Board of the Town of Warwick will hold a public hearing at 132 Kings Highway, Warwick, New York, on April 13, 2023 at 7:00 P.M. to afford all interested parties the opportunity to be heard regarding Amendment of Chapter 129 of the Code of the Town of Warwick entitled "Short-term Rental Property" by replacing the entire chapter. A copy of the proposed amendment is available for review in the Town Clerk's Office at 132 Kings Highway, Warwick, NY 10990 or on the town website, townofwarwick.org.

All interested persons will be given the opportunity to be heard. All written comments must be received by the Board at or prior to the public hearing.

DATED: March 15, 2023

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF WARWICK
EILEEN M. ASTORINO
TOWN CLERK**

X

The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

**TOWN OF WARWICK
INTRODUCTORY LOCAL LAW
AMENDING THE CODE OF THE TOWN OF WARWICK**

A Local Law amending Chapter 129 of the Code of the Town of Warwick entitled "Short-term Rental Property" by replacing the entire Chapter with the following, as more fully set forth below:

Be it enacted by the Town Board of the Town of Warwick, Orange County, New York, as follows:

Section 1 -TOWN CODE AMENDED:

Article I

Registration; Rental Permits

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§ 129-1 Purpose.

The Town Board of the Town of Warwick does hereby establish regulations for the enactment, enforcement and administration of a rental permit requirement for all short-term rental units within the corporate boundaries of the Town of Warwick and for the periodic registration of all landlords and short-term rental property owners for the purpose of regulating short-term rental property conditions and for maintaining an inventory of available short-term rental housing.

§ 129-2 Definitions.

[Amended 2-24-2022 by L.L. No. 1-2022]

As used in this article, the following terms shall have the meanings indicated:

ABSENTEE LANDLORD

Any natural person owning real property in fee simple who does not reside on the rental property and/or who resides outside the designated boundaries of Orange County as those boundaries may be defined at the time of regular, periodic property registration. All absentee landlords must be natural persons and not corporations, limited liability companies or other similar entities.

BUILDING INSPECTOR

The Building Inspector of the Town of Warwick or such person as appointed by the Town Board to enforce of Chapter 67, Unsafe Buildings, and this article.

[Amended 2-24-2022 by L.L. No. 1-2022]

HOUSING OR DWELLING UNIT

Any single residential living space which is capable of housing one separate household, whether a detached single-family structure or building or part of a multihousehold structure or building.

[Amended 2-24-2022 by L.L. No. 1-2022]

IMMEDIATE FAMILY

The immediate family of the owner of a housing unit consists of the owner's spouse, children,

parents, grandparents or grandchildren.

LANDLORD

Any natural person owning real property in fee simple or resident agent who offers a housing unit for occupancy to persons other than members of his immediate family in exchange for a fee or compensation, whether monetary or otherwise. All landlords must be natural persons and not corporations, limited liability companies or other similar entities.

RESIDENT AGENT

A natural person designated by a landlord or absentee landlord who resides within the designated boundaries of Orange County as defined at the time of periodic property registration. All resident agents must be natural persons and not corporations, limited liability companies or other similar entities. A Resident Agent must be able to respond to the Short Term Rental within one (1) hour of notification by the Town.

SHORT-TERM RENTAL PERMIT

A permit issued by the Town of Warwick stating that the referenced structure or unit conforms to the standards of Chapter 82, Fire Prevention and Building Code Administration, and that occupancy of that structure or unit is permitted for residential use. Any special circumstances or conditions under which occupancy is permitted may be specified on that permit.

SHORT-TERM RENTAL PROPERTY

Any housing or dwelling unit(s) which are occupied by persons other than the owner or his immediate family for which a fee or compensation, monetary or otherwise, is received by the owner or landlord in exchange for such occupancy for a period of less than 30 days, which shall include but not be limited to rentals provided by such companies as Air BnB and VBRO. Month to month tenancies are not considered short-term rental properties.

SUBSTANDARD

Any deficiency in a structure or housing unit that does not meet the standards of Chapter 82, Fire Prevention and Building Code Administration, as amended.

§ 129-3 Short-term rental property registration and permit requirement.

A. A. All landlords and resident agents must register and obtain a short-term rental permit from the Town of Warwick within 30 days of the effective date of this article and/or before any housing or dwelling unit is utilized as a short-term rental property. Initial registration will begin within 30 days after this article becomes effective. It is the responsibility of the landlord or resident agent to register any short-term rental property as required in this article, and failure to do so shall constitute a violation of these regulations and is subject to the penalties set forth herein. All absentee landlords must have a resident agent for all short-term rental properties. Any substandard condition identified during an annual inspection must be corrected by the landlord before a short-term rental permit shall be issued.

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B. Presumption of a Dwelling Unit as a Short-term Rental

1. The presence of the following shall create a presumption that all or part of the property is being used as a Short-term Rental:

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(a) All or part of the property is offered for lease on a short-term rental website, including but not limited to Airbnb, Home Away and VRBO, for a period of less than 31 days; and/or

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(b) All or part of the property is offered for lease for a period of 31 days or less through any form of advertising.

2. The foregoing presumptions may be rebutted by evidence presented to the Code Enforcement Officer that the premises is not operated as a Short-term Rental.

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C.B. The registration for a short-term rental permit shall be on a form approved by the Building Inspector in accordance with the provisions of this section, and contain a minimum the following information:

- (1) Address of the rental unit;
- (2) The number of rental units in each building;
- (3) The number of conventional bedrooms in the dwelling;
- (4) The applicable overnight and daytime occupancy limit of the unit;
- (5) ———The types and placement of any fire protection systems located in each building;
- (6) ———The number and location of all exits;

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(7) An accurate suitable floor plan for each level of the dwelling unit that can be occupied measuring 8.5 inches by 11 inches, drawn to scale and certified by the applicant. The floor plan does not have to be prepared by a professional but must include the following:

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(a) The location of building

(b) The location of, required parking.

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(c) Basement- location of house utilities and all rooms including bedrooms, bathrooms, windows, exits and heating /cooling units.

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(d) First Floor - -all rooms including bedrooms, bathrooms, windows, exits and heating /cooling units, floor plan indicating the placement and size of each conventional bedroom, exit and fire protection system;

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(e) Second Floor- all rooms including bedrooms, bathrooms, windows, exits and heating /cooling units.

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(f) Attic (if any) - all rooms including bedrooms, bathroom, windows, exits and heating /cooling units.

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(8) A listing of each manner or mechanism through which the rental unit is and/or will be listed for rental; and

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(9) The fully completed form must be notarized;

(10) ———Written proof that any septic system has been maintained and meets the requirements of Town Code § 100-9B; no property equipped with a cesspool may be used for short-term rental;

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(11) Written proof of liability insurance for the property with policy limits in an amount of no less than \$1,000,000;

- (12) Name, social security number, telephone number, e-mail address, mailing address and physical address of the landlord and registered agent (a post office box is acceptable);
- (13) If the owner is an association, partnership, limited liability partnership, corporation, joint tenancy, tenancy in common, tenancy by the entirety, or other entity, the name of each and every owner, officer, partner or general interest partner, and the name of their interest shall also be disclosed;
- (14) If the owner is a business entity, the tax identification number, and the name, telephone number, e-mail address, mailing address and physical address of the owner's agent;
- (15) Acknowledgment of receipt and inspection of the Code of the Town of Warwick Chapter 129; and

(16) The fully completed form must be notarized.

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(17) Sample Rental contract must be provided which includes the following:

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(a) Maximum property occupancy;

(b) Maximum on-site parking provided; and

(c) Good Neighbor Statement stating:

(1) The Short-term Rental is in a residential area of the Town of Warwick and renters should be considerate of residents in neighboring homes.

(2) Guests must observe quiet hours from 10 p.m. – 7 a.m.

(3) All renters will be subject to New York Penal Code section 240.20 or any successor statute regarding disorderly conduct.

(4) Littering is illegal

DC. All registered agents shall accept service of process on behalf of the landlord of all notices given pursuant to this article. If a resident agent moves from Orange County, the landlord must immediately designate a new resident agent in writing to the Town for the duration of the period of any short-term rental permit, and the failure to do so shall render the permit null and void.

DE. Leaseholders and tenants may not engage in short-term rentals.

EE. All short-term rental permits shall expire one year after the date of issuance, unless sooner revoked.

EF. No more than two short-term rental permits will be issued to a landlord or absentee landlord. **[Added 2-24-2022 by L.L. No. 1-2022]**

H. Short-Term Rental permits are subject to continued compliance with the requirements of these regulations.

(1) If the Code Enforcement Officer has probable cause to believe that the homeowner is not in compliance with the provisions of this Law, the Code Enforcement Officer may request permission from an owner of the Short-Term Rental permit to enter the premises and to conduct an inspection of the Short-Term Rental property for purposes of ensuring compliance

with this Section. If the property owner refuses to permit the Code Enforcement Officer to inspect the property, the permit will be revoked. If an inspection authorized herein is conducted, the Code Enforcement Officer shall use the results of such inspection in determining whether to revoke the permit.

(2) The Short-Term Rental permit, maximum occupancy limit, maximum parking, contact form and standards shall be prominently displayed inside and near the front entrance of the Short-Term rental; and

(3) The Short-Term Rental permit holder shall ensure that current and accurate information is provided to the Code Enforcement Officer and that they notify the Code Enforcement Officer immediately of any change in the information displayed on the permit. If, based on such changes, the Code Enforcement Officer issues an amended Short-Term Rental permit, the owners must immediately post the amended permit inside and near the front entrance of the Short-Term Rental.

(4) The Short-Term Rental permit holder must conspicuously display the Short-Term Rental permit number in all advertisements for the applicable Short-Term Rental

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§ 129-4 Application for renewal of permit.

- A. Application for renewal of the short-term rental permit is due 30 days prior to its expiration and requires payment of the renewal fee.
- B. At the time of application for renewal, the landlord and/or registered agent, if applicable, must present the expiring permit.
- C. The renewal shall only be renewed after reinspection of the subject premises by the Building Inspector pursuant to § 129-5, and any reported violations must be remedied prior to the renewal of a short-term rental permit.

§ 129-5 Inspections of short-term rental units.

- A. Inspections of all short-term rental properties shall be conducted on an annual basis to determine compliance with Chapter 67 and Chapter 82.
- B. All inspections finding substandard conditions will be subject to the procedures set forth for violation of Chapter 67, Unsafe Buildings, as amended.
- C. Inspections shall be conducted and work descriptions shall be compiled and issued by the Building Inspector.
- D. The Building Inspector will be responsible for arranging for the inspection of rental units and for initiating any other appropriate action under these regulations. The Building Inspector will give special consideration to any request that inspections be conducted during nonbusiness hours for the convenience of the tenant(s). In the absence of such a request, the inspections will be conducted during normal business hours as defined by the town business hours in force at the time.
- E. The annual inspection fee is \$50 for each short-term rental property. If the short-term rental property fails, ~~there shall be no fee for the first reinspection.~~ There shall be a fee of \$25 for each subsequent reinspection.

§ 129-6 Grounds for denial of application for permit or renewal permit.

The Building Inspector may deny an application for a short-term rental permit or renewal permit based upon, among others, any of the following grounds:

- A. The application does not fully comply with the provisions of this article.
- B. The applicant has falsified or failed to provide information in the application for a permit, registration of property, or registration of landlord or absentee landlord. **[Amended 2-24-2022 by L.L. No. 1-2022]**
- C. The applicant had been issued a short-term rental permit, which was in effect in any part of the calendar year immediately preceding the date of application, and the applicant falsified or failed to provide information in the application for a permit, registration of property, or registration of landlord or absentee landlord, upon which such short-term rental permit had been issued. **[Amended 2-24-2022 by L.L. No. 1-2022]**
- D. The applicant violated any provision of this article during the calendar year immediately preceding the date of application or during the calendar year in which the application was made.
- E. The applicant has had a short-term rental permit revoked for cause during the calendar year immediately preceding the date of application or during the calendar year in which the application was made.
- F. The property for which a short-term rental permit is sought was used or occupied in violation of this article during the calendar year immediately preceding the date of application or during the calendar year in which the application was made.
- G. The property for which a short-term rental permit is sought is not equipped with a single-station smoke-detecting alarm device and carbon monoxide detector device, or devices, in accordance with New York State standards.
- H. The property for which a short-term rental permit is sought does not possess adequate exits in accordance with New York State standards.

§ 129-7 Grounds for revocation of permit.

- A. The Building Inspector may serve a notice of revocation of a short-term rental permit based upon, among others, any of the following grounds:
 - (1) The landlord, absentee landlord or resident agent applicant has falsified or failed to provide information in the application for a permit, application for renewal of a permit, registration of property, or registration of landlord or absentee landlord. **[Amended 2-24-2022 by L.L. No. 1-2022]**
 - (2) The applicant violated any provision of this article during the term of the short-term rental permit.
 - (3) The applicant or any tenant violated any provision of the Code of the Town of Warwick.
 - (4) The applicant or any tenant violated any provision of the Penal Code of the State of New York, which violation occurred on, or pursuant to the occupancy of, the short-term rental unit.
 - (5) Any conduct on the premises which is unreasonable under the circumstances and which disturbs the health, safety and welfare of the neighborhood or which otherwise creates a public nuisance.
 - (6) The property for which renewal of a short-term rental permit is sought is not equipped with a single-station smoke-detecting alarm device and carbon monoxide detector device, or devices,

in accordance with New York State standards.

(7) The property for which renewal of a short-term rental permit is sought does not possess adequate exits in accordance with New York State standards.

(8) Advertising or listing a Short-term Rental without a valid permit or registration, or without including the permit or registration number on the advertising or listing, or advertising the Short-term Rental for a greater occupancy than permitted.

(9) Operation of a Short-term Rental without a valid permit or for a greater occupancy than permitted.

(10) Failure to display an annual valid permit or the required safety/egress plan, waste management plan, copy of the Noise ordinance (Chapter 100A) and a property map.

(11) Violation of Chapter 100 A. Noise

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B. Revocation notices shall be in writing, shall identify the property or premises, shall specify the violation or remedial action to be taken and shall provide that said violation must be corrected within 10 days from the receipt of said violation notice unless said ten-day period shall be extended in the discretion of the enforcement officer issuing such revocation notice or unless a shorter period of time has been prescribed for in this chapter. Revocation notices shall be served by hand delivery at the property or by posting on the front door of the residence if no one is available for delivery. The landlord and resident agent may file a written notice of appeal by hand delivery of mail received by the Town Clerk's office prior to the expiration of the said ten-day period. If such notice is duly filed, the revocation of the short-term rental permit shall be stayed pending a decision on the appeal by the Town Board pursuant to § 129-12 herein.

§ 129-8 Requirements/Restrictions on use and occupancy pursuant to short-term rental permits.

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A. It is the responsibility of the landlord or absentee landlord to ensure proper and legal occupation of the premises and compliance with this article. **[Amended 2-24-2022 by L.L. No. 1-2022]**

B. The premises for which a short-term rental permit has been granted can only be used for residential purposes.

C. Occupancy of a Short Term Rental is limited to the maximum people permitted as per the approved septic design for the number of bedrooms in the Town Building Department records. A typical septic system, that meets NYS Department of Health Design Standards, permits a maximum occupancy of two persons in the Short Term Rental per recorded bedroom count in the Building Department records. **[Amended 2-24-2022 by L.L. No. 1-2022]**

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D. A tenant in possession pursuant to short-term rental is prohibited from subleasing or otherwise licensing the use or occupancy of any portion thereof.

E. Advertising for the subleasing of, or selling or assigning of shares to, the premises by a tenant, or occupant, for the use or occupancy of all or a portion of the premises is prohibited.

F. All tenants shall ensure that at no time shall ingress or egress from any driveway be impeded.

G. The tenants of short-term rental premises and their guests shall not park any motor vehicle in a manner so as to block or prevent access to driveways or easements or rights-of-way.

H. Any conduct on the premises which is unreasonable under the circumstances and which disturbs the health, safety, peace or comfort of the neighborhood or which otherwise creates a public nuisance is prohibited.

I. Trash, refuse and recycling shall not be left stored within the public view, except in proper containers for the purpose of collection by the collectors, set out no earlier than 5:00 p.m. on the evening prior to scheduled trash and recycling collection days, and shall otherwise comply with § 63-3E of the Code. Trash and Recycling schedules must be posted by the landowner in the Short Term Rental.

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J. No guests other than those contracting for and residing in the short-term rental property are permitted on the premises overnight. **[Added 2-24-2022 by L.L. No. 1-2022]**

K. No events, such as but not limited to weddings, parties or concerts, are permitted in a short-term rental property. **[Added 2-24-2022 by L.L. No. 1-2022]**

L. Short-term Rental owners shall post a copy of the following in an open and conspicuous place in the rental unit that shall be visible to all guests:

(1) Short-term Rental permit number

(2) A copy of the town Noise Ordinance Chapter 100A.

(3) A safety/egress plan shall be posted in a visible location inside the Short-term Rental and on the back of each bedroom door offered for rent.

(4) A property map (either a survey map or a tax map printed from Orangecountygov.com/real property depicting the boundaries and notice to guests not to trespass on neighbors' property,

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§ 129-9 No presumption of compliance.

The issuance of a short-term rental permit shall create no presumption that the short-term rental unit complies with the provisions of this article.

§ 129-10 Evidence of use and occupancy.

The parking of motor vehicles on the premises for which a short-term rental permit has been granted between the hours of 1:00 a.m. and 6:00 a.m. shall be prima facie evidence that the rental unit was used and occupied during that time by at least one person for each motor vehicle so parked.

§ 129-11 ~~Nontransferability~~ No transferability.

A short-term rental permit shall not be transferred or assigned to any person or used by any other person other than the permittee to whom it was issued.

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§ 129-12 Appeals.

A. If the Building Inspector denies an application for short-term rental, denies an application for renewal of a permit for short-term rental, or revokes a permit for short-term rental, it shall be done in writing, reciting the grounds for denial or revocation.

B. An applicant or permittee, as applicable, may appeal from such denial or revocation by filing a written request for a hearing before the Town Board. Such request shall be filed with the Town Clerk.

C. Upon receipt of such request, the Town Clerk shall schedule same for the next regularly scheduled Town Board meeting, affording the appellant at least five days' written notice of the

place, date and time of the hearing, and publish notice of same.

- D. At the hearing, the appellant shall be afforded reasonable opportunity to be heard. The public shall be afforded reasonable opportunity to be heard. The appellant shall bear the burden of proof by a preponderance of the credible evidence to show that the determination of the Building Inspector was arbitrary or capricious or in excess of his authority. The decision of the Town Board of Trustees shall be final and conclusive.

§ 129-13 Fees for permits.

[Amended 2-24-2022 by L.L. No. 1-2022]

- A. An application fee for a short-term rental permit, in an amount established by resolution of the Town Board, listed in the Schedule of Fees, shall be paid by the property owner at the time of application.
- B. A renewal fee for the renewal of a short-term rental permit, in an amount established by resolution of the Town Board, shall be paid by the landlord or absentee landlord at the time of application for renewal.

§ 129-14 Penalties for offenses.

- A. Violations of this article will constitute a municipal violation and will be subject to applicable penalties under this article in addition to those imposed by any other applicable code or ordinance, including, without limitation, Chapter 82, Fire Prevention and Building Code Administration, or Chapter 67, Unsafe Buildings.
- B. Penalties for violations of these regulations will be imposed as follows:
- (1) Failure to register as a landlord or resident agent:
- (a) First offense: \$500 per day.
- (b) Subsequent offenses: \$750 each per day.
- (2) Allowing occupancy without valid permit:
- (a) First offense: \$500 per unit per day.
- (b) Subsequent offenses: \$750 each per unit per day.

Section 2: - This Local Law will take effect upon the filing of same with the New York State Secretary of State.

X CC
TSD ✓
T/cece
B. Kue ✓



Steven M. Neuhaus
County Executive

Amanda Dana
Director of Tourism

March 24, 2023

Recreation Director Samantha Walter
132 Kings Highway
Warwick, NY 10990

RECEIVED

APR 11 2023

**Town of Warwick
Town Clerk**

Dear Ms. Walter,

Orange County is pleased to inform you that the Town of Warwick has been awarded a Municipal Tourism Grant in the amount of \$4,999.00.

We thank the Town of Warwick for its application, and for its continued efforts to host great events that are such an asset to the community. Best of luck with this event and those to follow.

We look forward to working with you again.

Sincerely,

Steven M. Neuhaus
County Executive

Amanda Dana
Director of Tourism & Film

Warwick Town Clerk

From: Devine, Barbara <BDevine@orangecountygov.com>
Sent: Monday, April 10, 2023 3:02 PM
Subject: Updated Orange County Transfer Stations 2023 Tipping Rate Sheet - Effective 4/1/23
Attachments: 2023 Orange County Transfer Station Tipping Rates (PDF)-Effective 2023-04-01 - Updated v2023-04-07.pdf

Good afternoon, all,

As a reminder, please find the attached Orange County Transfer Stations 2023 Tipping Rate Sheet, for tipping rates that have become effective, April 1, 2023, at our facilities.

Additionally, effective May 1, 2023, please note that for **Commercial/Municipal Single Stream Recycling**, “Loads containing 10% or more unacceptable material are subject to a \$100 Load Fee.”

For additional information regarding our facilities, please refer to the attached tipping rate sheet, as well as our webpage below:

- <https://www.orangecountygov.com/EFS>

Thank you,

Barbara A. Devine

Secretary/Administrative Assistant II
Orange County Department of Public Works
Division of Environmental Facilities & Services (EF&S)
PO Box 637
2455-2459 Route 17M
Goshen, New York 10924

845-291-2664

BDevine@orangecountygov.com



RECEIVED
APR 10 2023
Town of Warwick
Town Clerk

This communication may contain confidential information and is intended only for the individual or entity to whom it is addressed. Any review, dissemination, or copying of this communication by anyone other than the intended recipient is strictly prohibited. If you are not the intended recipient, please contact the sender, and

destroy all copies of the original message. No responsibility is accepted by Orange County Government for any loss or damage arising in any way from receiving this communication.

7

Warwick Town Clerk

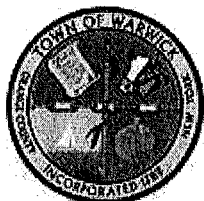
From: Warwick Town Comptroller
Sent: Wednesday, April 5, 2023 10:38 AM
To: Warwick Town Clerk
Subject: agenda

Hi Eileen,
Can you add to the agenda to create 7 additional lifeguard positions for staffing at the Mountain Lake Park pool for the summer?

Take care,
Bonnie Kane

Comptroller
Town of Warwick
Comptroller@TownOfWarwick.org
(845) 986-1120 x3

RECEIVED
APR 05 2023
Town of Warwick
Town Clerk



X

**TOWN OF WARWICK
DEPARTMENT OF POLICE
132 KINGS HIGHWAY
WARWICK N.Y. 10990
(845) 986-5000 FAX (845) 986-5985**


Chief John D. Rader NA 236
jrader@townofwarwickpd.org

RECEIVED

APR 03 2023

**Town of Warwick
Town Clerk**

To: Supervisor Sweeton

From: Chief John Rader 

CC: Eileen Astorino- Town Clerk

Date: April 3, 2023

Re: Updated Agreement-WVCSD

Please review and adopt the attached updated agreement with the Warwick Valley Central School District at the April 13th Town Board meeting.

If you have any questions please let me know.

**AGREEMENT BY AND BETWEEN THE
TOWN OF WARWICK AND THE
WARWICK VALLEY CENTRAL SCHOOL DISTRICT**

WHEREAS, the Warwick Valley Central School District (hereinafter "School District") requires police coverage to supplement its supervision and safety of students, staff and visitors in the school buildings and at school events; and

WHEREAS, the Town of Warwick (hereinafter "Town") wishes to provide the School District with police services at the school buildings and at events; and

WHEREAS, Article 5 (Section 119-o) of the General Municipal Law authorizes the Town and the School District to enter into an intermunicipal agreement to carry out any function or responsibility each has authority to undertake alone; and

WHEREAS, the parties hereto wish to enter into a written agreement delineating the terms and conditions of the relationship between the parties;

THEREFORE, the parties agree as follows:

1. The terms of this Agreement shall be from July 1, 2021 through June 30, 2024 in accordance with the terms hereof.
2. The Town Board and the Board of Education of the School District in conjunction with the Town of Warwick Police Department ("Police Department") establish the following goals and objectives with regard to the Officers in the Schools:
 - (a) to maintain a safe campus environment that will be conducive to learning;
 - (b) to serve as consultants to school staff, parents, and students on safety matters and any other matters which will provide a better environment for the students and staff in which to pursue their respective tasks,
 - (c) to serve as role models.
3. The Town agrees, in conjunction with the Town of Warwick Police Department, to provide Police Officers ("Officers") to the School District during the term of this Agreement. The Officers shall be subject to the administration, supervision and control of the Town of Warwick Police Department, unless otherwise provided in this Agreement.
4. The Officers assigned will be selected by the Chief of Police and Superintendent of Schools.
5. The School District, through the Superintendent or designee, will have the right to request removal of any Officer and have an officer substituted in their place, for any valid reason, by communicating such request to the Chief of Police at any time during

the school year, which request will not be unreasonably denied. If there is disagreement, the Superintendent or designee and Chief of Police or designee will meet in an attempt to resolve any issues.

6. The selected Officers shall be assigned by the Chief of Police of the Town of Warwick Police Department to a Warwick Valley Elementary School but such Officers may be assigned to another school should the need arise, at the direction of the Superintendent of Schools or designee.
7. It is understood and agreed that the Officers to be appointed by the Town of Warwick Police Department shall have the following qualifications:
 - a) The Officers shall be full-time Officers with law enforcement experience.
 - b) The Officers shall possess sufficient knowledge of applicable Federal, State and County Laws and Town and Village ordinances as well as the School Board's Code of Conduct, Districtwide Safety Plan, policies and regulations.
 - c) The Officers shall be capable of conducting in depth criminal investigations.
 - d) The Officers shall possess an even temperament and set a good example for students and staff.
 - e) The Officers shall possess communications skills that would enable the Officers to function effectively within the School environment.
8. The following are duties of the Officers:
 - a) The Officers shall abide by School Board policies and regulations, as well as the Code of Conduct and Districtwide Safety Plan, and consult with and coordinate activities through a given school's principal. However, the Officers shall remain fully responsible to the Town of Warwick Police Department in all matters relating to employment and supervision. While working in the schools, the Officers will take direction from the building principal and/or the Superintendent of Schools.
 - b) The Officers shall maintain a look-out for irregular occurrences in the schools and at school events such as trespassers, assaults, arsonists, as well notify the building principal and/or Superintendent of Schools of any such occurrences.
 - c) The Officers may be called upon to staff the Welcome desk, sign guests in, on an as needed basis.
 - d) The Officers shall encourage group discussions about law enforcement with students, staff and parents.
 - e) Under no circumstances shall an Officer be a school disciplinarian, may not administer discipline to students or be involved in the enforcement of School disciplinary infractions. All student discipline will be solely under the auspices and jurisdiction of the School and District Administration. It is the intention of the parties that in order to support the positive relationship between the Officers and the Schools, the Officers will not conduct criminal investigations on school property unless a crime has been committed.
 - f) The Officers may attend meetings with parent groups and faculty groups to encourage their support and understanding of the Officers' responsibilities and to promote

- awareness of law enforcement functions. When such meetings are outside the normal workday, the Officer's schedule shall be adjusted when possible to avoid unnecessary overtime.
- g) The Officers shall confer with the principal of each of the schools to develop plans and strategies to prevent and/or minimize dangerous situations on or near campus or involving students at school related activities.
 - h) The Officers shall perform such duties as determined by a given school principal or the Superintendent of Schools. However, such duties shall not include things normally assigned to school personnel such as lunchroom or hall duty. Nothing herein shall preclude the Officers from being available in areas where interaction with students is expected.
 - i) The Officers shall familiarize themselves with and abide by New York State Education Department requirements, Board policy and applicable law concerning interviews with students should it become necessary to conduct formal law enforcement interviews with students or staff on school property or at school functions under the jurisdiction of the School Board.
 - j) The Officers shall initiate law enforcement action as necessary and notify the school principal as soon as possible, and, whenever practicable, advise the principal before requesting additional law enforcement assistance on campus and undertake all additional law enforcement responsibilities at the principal's direction.
 - k) The Officers shall act as a liaison for other law enforcement officers in matters regarding School District matters while on school grounds.
 - l) The Officers shall reaffirm the role as law enforcement officers by wearing the Town of Warwick Police uniform, unless doing so would be inappropriate for scheduled school activities as determined by the Superintendent or his designee. However, the uniform shall be worn at events where it will enhance the image of the Officers and their ability to perform their duties.
 - m) Whenever possible, the Officers shall coordinate with the principal and be responsible for law enforcement and security activity at extracurricular events as determined by the principal.
9. It understood and agreed that at all times while the Officers are stationed at one of the schools within the School Board's jurisdiction, the Officers shall remain employees of the Town of Warwick Police Department and follow the Chain of Command as set forth in the Department's Rules and Regulations Manual, adhering to all policies and procedures of the Police Department.
 10. The Officers will work the same calendar year as 10-month support staff in the School District, including pre-school year and post-school year meetings. In addition, the Officers will work and be present on school grounds on school days between 8:15 am and 4:00 pm during regular school hours.
 11. The District will pay the Town of Warwick the sum of \$93,650 for each of the five anticipated full time Officers. This shall be at a total annual cost not to exceed \$374,600. In addition the School District shall reimburse the Town \$5,140 toward the position of an additional Sergeant.

12. It is understood and agreed that the Officers in pursuing the performance of their duties shall coordinate and communicate with the school principal or the principal's designee.
13. The Town of Warwick Police Department shall provide the appropriate in-service training for the Officers, to enable the Officers to function effectively. However, the School Board may also provide training in school policies, regulations and procedures, or additional training in other matters relating to student and staff safety. The Officers will be required to attend mandatory departmental police training during the year (e.g., firearms, etc.)
14. The Town of Warwick Police Department may provide a standard marked patrol vehicle for the Officers, if available. The vehicle shall be maintained by the Town of Warwick Police Department, providing among other things fuel, tires, etc. and all expenses associated with the operation of the vehicle including insurance. The Police Department will also provide the Officers with a service weapon and ammunition and the usual and customary office supplies and forms required in the performance of the Officer's duties as a police officer. The School District will provide a radio compatible with school frequencies and a telephone in a private environment for use by the Officers.
15. It is understood and agreed that the Superintendent or designee and the Chief of Police or designee shall evaluate annually the Officers and the performance of the Officers on forms to be developed jointly by the Superintendent or designee and the Chief of Police or designee. Such evaluation by the Superintendent and the Chief of Police shall be performed in order to evaluate the performance of the Officers in accordance with the Police Department rules and regulations and the School District requirements, and also to ascertain what, if anything, can be done to improve the Officers Program.
16. The Police Officers shall be expected to assist school administrators with the handling of contraband and controlled substance to enable proof of a chain of custody in matters of student discipline that may arise from time to time.
17. The School District and the Town shall each procure and maintain at their own cost and expense, during the term of this Agreement, comprehensive general liability insurance to the effect that both parties are insured against any liability in connection with the services provided under this Agreement.
18. Neither the School District nor the Town may assign this Agreement.
19. It is expressly understood and agreed that the School District and Town shall not be responsible for the payment of any debts or obligations incurred by the other party in connection with the services rendered under this Agreement.
20. This Agreement shall remain in effect for the period from July 1, 2021 through June 30, 2024, and may be renewed upon mutual agreement of the School District and the Town. The School District and the Town may also terminate this Agreement upon at

least 30 days written notice to the other party. Any notice will be sent by certified mail, return receipt requested, by personal delivery or overnight service.

21. This Agreement may only be modified, amended or terminated by an instrument in writing, duly executed and acknowledged by the authorized representative of each party, after approval by the governing body of each party.
22. In the event a dispute arises as to the responsibilities of the parties under the terms of this Agreement or as to the performance or nonperformance of the parties of the terms, conditions and covenants of this Agreement, the parties' sole remedy shall be upon application to a court of competent jurisdiction in Orange County, New York.
23. If any provision of this Agreement is deemed to be invalid or inoperative for any reason, that part shall be deemed modified to the extent necessary to make it valid or operative, or if it cannot be so modified, then severed and the remainder of the contract shall continue in full force and effect as in the contract had been signed or filed with the designated filing agent with the invalid portion so modified or eliminated.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed the day and year first above written.

**WARWICK VALLEY CENTRAL
SCHOOL DISTRICT**

TOWN OF WARWICK

BY: _____
BOARD PRESIDENT

BY: _____
TOWN OF WARWICK SUPERVISOR

BY: _____
SUPERINTENDENT OF SCHOOLS

cc: TBD ✓
Eileen ✓

Winslow

THERAPEUTIC CENTER

Healing with Horses

Since 1974

A CLC FOUNDATION AGENCY

February 23, 2023

Warwick Town Board
132 Kings Highway
Warwick, NY 10990

RECEIVED

APR 03 2023

Town of Warwick
Town Clerk

Dear Members of the Warwick Town Board,

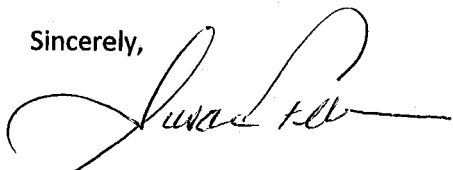
CLC Foundation Inc., d/b/a Winslow Therapeutic Riding Center, is requesting your support for the FY-2024 CDBG application of \$25,000.

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

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

Thank you very much for your consideration.

Sincerely,



Susan Ferro
Executive Director
Winslow Therapeutic Riding Center

RECEIVED

FEB 23 2023

TOWN OF WARWICK
SUPERVISOR'S OFFICE



PATH
INTERNATIONAL

Professional Association of Therapeutic
Horsemanship International

Donations to Winslow Therapeutic Riding Center are tax-deductible to the fullest extent of the law.

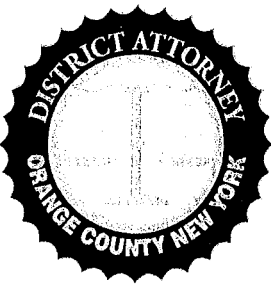
CLC Foundation, Inc. d/b/a/ Winslow Therapeutic Riding Center:

1433 State Route 17A, Warwick, NY 10990 • 845-986-6686 • fax 845-988-5980

Federal ID 13-3676239; NYS Sales Tax Exempt EX-236763

• www.winslow.org



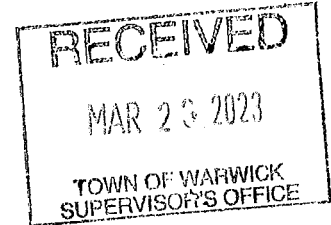


OFFICE OF THE
ORANGE COUNTY DISTRICT ATTORNEY

COUNTY GOVERNMENT CENTER
255-275 MAIN STREET, GOSHEN, NEW YORK 10924-1627
TEL: 845-291-2050 • FAX: 845-378-2370
www.orangecountygov.com\DA

CCTBD
CLERK
PLSD
ZBA
BUILDING Dept.

DAVID M. HOOVLER
District Attorney



March 15, 2023

Re: Avoiding Conflicts of Interests

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

Dear Supervisor Sweeton:

In today's climate it is particularly important that residents remain confident that government officials work for the public benefit, rather than to enrich themselves, their families, or friends. The District Attorney's Office has noticed an increase in residents voicing concerns over officials in certain municipalities possibly having monetary interests in contracts where they serve as government officials. One issue of particular concern to the public is nepotism in the hiring and promotion of municipal workers. I'm sure that you agree with me that it is important that local governmental officials institute practices and procedures to ensure that neither they, nor those who work under them, engage in any prohibited conflict of interest. This letter is being sent to each municipality in the County.

The General Municipal Law prohibits any officer or employee of any municipality, including members of any administrative board or commission, such as a zoning or planning boards, to engage in any conflict of interest. These rules apply to essentially all those who do work for any local governmental agency, even if it is a completely unpaid or volunteer position. The General Municipal Law prohibits any of these officials or employees from having an "interest" in any contract that they deal with as a municipal official. A prohibited "interest" in a contract includes any direct or indirect monetary or material benefit to the municipal officer or employee, or to that official's family members from the contract. Violations of this law can result in criminal sanctions as was recently demonstrated in the cases involving the Orange County Industrial Development Agency where conflicted officials were prosecuted, not just under the General Municipal Law but were also charged with felony violations of Corrupting the Government under the Penal Law.

**JOIN US FOR AN EARTH DAY CLEANUP
& RECYCLING EVENT!**

OPERATION CLEAN SWEEP!
April 15th-23rd, 2023
RAIN OR SHINE!

GRAB SOME FRIENDS & A BAG AND CLEAN YOUR STREET

**free garbage bags, plastic gloves and safety vests
are available when you register**

SPECIAL COLLECTIONS

Saturday April 22nd, 9a-12p at Chase Lot on South St.

PAPER SHREDDING (\$7 suggested donation per box)

EYE GLASSES & HEARING AID COLLECTION

SNEAKER & RUBBER CLEATS COLLECTION

Courtesy of The Warwick Lions Club

CONSUMER APPLIANCE COLLECTION

Air Conditioners, Dehumidifiers & others that use refrigerants (NO Refrigerators)

Courtesy of Sustainable Warwick

CELL PHONE COLLECTION

Courtesy of Girl Scout & Event Coordinator Elizabeth Verboys

UNUSED PRESCRIPTION DRUG COLLECTION

Courtesy of Warwick Valley Prevention Coalition & The Warwick Police Dept.

At Other Locations

MOTOR OIL COLLECTION

145 Rt. 94 S. Apr 22nd, 9a-5p

Courtesy of Leo Kaytes Ford

COMPUTER & ELECTRONICS RECYCLING

2 Overlook Dr. Apr 15-22nd, 9a-5p

Courtesy of The Computer Guy

For more information:

info@warwickcc.org / (845) 986-2720

THE
**WARWICK
VALLEY
CHAMBER**
www.warwickcc.org

X

Warwick Town Clerk

From: Rolo, Kelly <rolok@oru.com>
Sent: Friday, March 31, 2023 10:11 AM
Subject: O&R Urges Municipalities to Check for Excavator Certification
Attachments: 2023 Gas Education & Outreach - Contractor Certification Blast Email.pdf



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

RECEIVED

APR 03 2023

**Town of Warwick
Town Clerk**



Check for Excavator Certification

Hitting and damaging underground lines can result in death, injury, fines, arrests, property damage and a sizeable repair bill from O&R. Not to mention the inherent danger faced by your municipalities' first responders. That's why it's important to hire trained professional excavators. We encourage you to consider qualifying your highway department and your contractors to become certified as well.

The UDIG NY Certified Excavator Program in Safe Digging Best Practices has set a new standard for training New York State professional excavators in the proper procedures of excavation.

When a person has successfully completed the UDIG NY Certified Excavator Program (CEP) in Safe Digging Best Practices, they are certified by the one-call center for five (5) years*, demonstrating a fundamental understanding of the Safe Digging Best Practices that should be used for safe excavation in accordance with the Common Ground Alliance Best Practices and New York State Code Rule 753.

When you hire a contractor or new employee you can check the UDIG NY Training Verification site to see if they are qualified. Simply type in their individual or company name to get the latest certifications. You'll be glad you did.

X

Warwick Town Clerk

From: Gopaul, Ravi <Ravi.Gopaul@ssa.gov>
Sent: Friday, March 31, 2023 3:12 PM
Subject: Social Security Star/La Estrella - April 2023 Editions
Attachments: April 2023 STAR.pdf; ABRIL 2023 ESTRELLA.pdf

Greetings Community Partner,

Please find attached our monthly newsletter for **April 2023**. Please feel free to share with members of the community.

Respectfully yours,

Ravi Gopaul
He/Him/His
Public Affairs Specialist
(866) 964-1301 x 16173



Securing today
and tomorrow



With you through life's journey. Securing today and tomorrow. If you're 18 or older and work, open your **my Social Security** account today at www.socialsecurity.gov/myaccount. Make sure your earnings information is correct. If you're receiving benefits already, manage your information online!

www.socialsecurity.gov/myaccount .

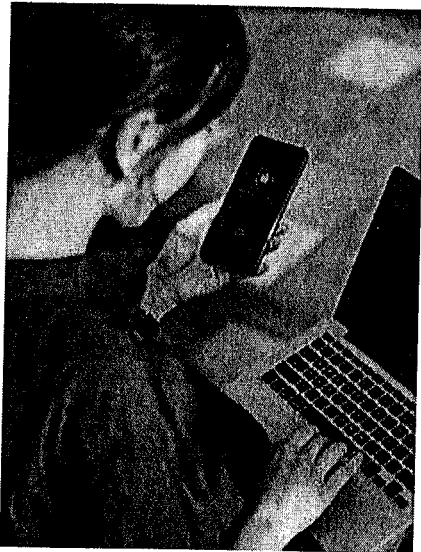
- SOCIAL SECURITY'S PLAIN LANGUAGE MAKES THE GRADE
- PLAN YOUR RETIREMENT WITH SOCIAL SECURITY

- 1 HOW WE PROTECT YOU FROM MISLEADING ADVERTISING AND COMMUNICATIONS
- 2 STAY INFORMED WITH SOCIAL SECURITY'S TOP FIVE SOCIAL MEDIA PAGES
- 2 PLAN FOR YOUR FUTURE DURING FINANCIAL LITERACY MONTH



The Social Security Star

HOW WE PROTECT YOU FROM MISLEADING ADVERTISING AND COMMUNICATIONS



Social Security works with the Office of the Inspector General (OIG) to protect you from scams that use Social Security as bait. **Section 1140 of the Social Security Act** allows OIG to impose severe penalties against anyone who engages in misleading Social Security-related advertising or imposter communications. You can review Section 1140 at www.ssa.gov/OP_Home/ssact/title11/1140.htm.

For example, the OIG may impose a penalty against anyone who:

- Mails misleading solicitations that appear to

be from or authorized by Social Security.

- Operates an imposter internet website or social media account designed to look like it belongs to or is authorized by Social Security.
- Sends emails or text messages or makes telephone calls claiming to be from Social Security.
- Sells Social Security's free forms, applications, and publications without our written approval.
- Charges a fee for a service that Social Security provides free of charge without providing a clearly visible notice that Social Security provides the service for free.

If you receive a misleading or suspicious Social Security-related advertisement or imposter communication, please let us know immediately. Try to capture as much information about the communication as you can.

Here's what you can do:

- For suspicious websites or social media accounts,

please take a screenshot of the page. Please note the website address or social media link – and how you came across it.

- For emails and text messages, please capture the entire message and any message links.
- For U.S. mail solicitations, please retain the complete communication, including the outside envelope and all inserts.
- For telephone solicitations, please note the caller identification phone number and any company name or call back number that the caller or recorded message provides.

You can help us stop misleading advertising and communications. We encourage you to report potential scams to the OIG at oig.ssa.gov. You can also call our fraud hotline at 1-800-269-0271 or send an email to OIG.1140@ssa.gov.

This information will help OIG locate the source of the suspicious solicitation or communication. You can also check out our publication,

THE SOCIAL SECURITY STAR

(HOW WE PROTECT CONT'D)

What You Need to Know About Misleading Advertising, at www.ssa.gov/pubs/EN-05-10005.pdf.

Please share this information with friends and family and help us spread the word on social media!

STAY INFORMED WITH SOCIAL SECURITY'S TOP FIVE SOCIAL MEDIA PAGES



We strive to provide the public with accurate and helpful information. In addition to the resources available on our website at www.ssa.gov, we also regularly post useful information on our blog and on social media. We invite you to read our posts and share items of interest with your family and friends.

1. You can subscribe to our blog. We post articles about programs, policies, current topics, and new online services. Read more and subscribe at blog.ssa.gov.

2. You can follow us on Facebook at www.facebook.com/socialsecurity. You can also share Facebook posts with family and friends.
3. We have many informative videos on YouTube. Our videos cover online services, applying for retirement and disability benefits, Social Security-related scams, and much more. We also offer some of our videos in Spanish. You can view and easily share our videos at www.youtube.com/SocialSecurity.
4. You can join our many Twitter followers at www.twitter.com/socialsecurity. We use Twitter to announce new *my* Social Security features and other service or program changes.
5. We're also on Instagram. We share stories and resources that can help you and your loved ones. Check out our Instagram page at www.instagram.com/SocialSecurity.

Connect with us on social media to learn helpful information. Follow along and share our pages with a friend, neighbor, or loved one today. Check out all our social media channels at www.ssa.gov/socialmedia.

APRIL 2023

Most Social Security services are available online by visiting www.socialsecurity.gov, and by calling Social Security toll-free at 1 (800) 772-1213 or 1 (800) 325-0778 TTY

Remember, visit www.ssa.gov/agency/emergency/ for up-to-date information about Social Security Office Closings and Emergencies. Subscribe to state or territory specific updates!

PLAN FOR YOUR FUTURE DURING FINANCIAL LITERACY MONTH



April is Financial Literacy Month. Social Security is a vital part of any financial plan. Our online tools can help you understand your potential Social Security benefits and how they fit into your financial future.

(PLAN FOR YOUR FUTURE CONT'D)

THE SOCIAL SECURITY STAR

You should periodically review your *Social Security Statement (Statement)* using your personal *my* Social Security account at www.ssa.gov/myaccount.

Your *Statement* is an easy-to-read summary of the estimated benefits you and your family could receive, including potential retirement, disability, and survivors' benefits.

Our Plan for Retirement tool in your personal *my* Social Security account allows you to check various benefit estimate scenarios. You can compare how different future earnings and retirement benefit start-dates might affect your future benefit amount.

Our Plan for Retirement tool in your personal *my* Social Security account allows you to check various benefit estimate scenarios. You can compare how different future earnings and retirement benefit start-dates might affect your future benefit amount.

APRIL 2023

last year's high scores of A+ and B.

"An excellent model to follow is the Social Security Administration's 'Contact Us' page, the only one to earn an A+," the Center said in its key findings.

"The web page is clear in its intended purpose to provide information readers seek," the Center said. "The page has clear and concise language and the reader is addressed directly," it noted.

The Center also cited "excellent use of links, colors, fonts, sizing, bolding, bullets, and imagery to highlight important information."

In addition, the Center recognized our **Freedom of Information Act (FOIA) Request** page as an excellent model for other agencies. The 2022 Plain Language Report Card was released on January 10, 2023, at www.centerforplainlanguage.org/2022-federal-plain-language-report-card.

To learn more about Social Security's plain language efforts, please visit our Plain Writing page at www.ssa.gov/agency/plain-language.

SOCIAL SECURITY'S PLAIN LANGUAGE MAKES THE GRADE

Agency	Organizational compliance*	Writing quality**
Consumer Financial Protection Bureau	A+	B
Department of Agriculture	F	A
Department of Commerce	F	F
Department of Defense	A+	F
Department of Education	A+	C
Department of Energy	A+	D
Department of Health and Human Services	A+	C
Department of Homeland Security	A+	A
Department of Housing and Urban Development	F	F
Department of Interior	F	D
Department of Justice	D	F
Department of Labor	A+	D
Department of State	A+	A-
Department of Transportation	F	C
Department of Treasury	F	F
Department of Veterans Affairs	A+	B+
Environmental Protection Agency	A+	A
National Archives and Records Administration	A+	B
Securities and Exchange Commission	A+	F
Small Business Administration	C	C
State Security Administration	A+	A

Barbara Kingley Jan. 9, 2023
CHAIR, CENTER FOR PLAIN LANGUAGE DATE

A: Excellent B: Good C: Average D: Needs Improvement F: Fair

*Organizational compliance covers the writing, communication, and training required by the 2010 Plain Writing Act.
**Each agency's writing quality grade is the average of the two grades: one on its Contact Us webpage and one on its FOIA request page.

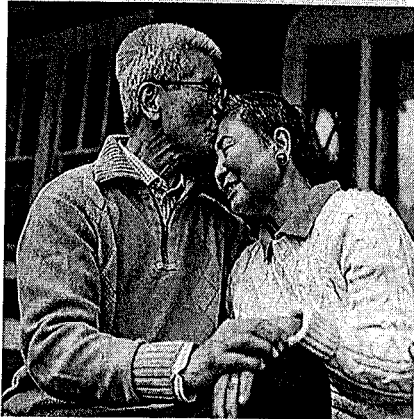
Social Security achieved the highest score of any federal government agency on the Center for Plain Language's 2022 *Federal Plain Language Report Card*.

Our policies and programs can sometimes be complex and difficult to explain. That's why we always strive to use plain language that is clear, easy to understand, and useful.

The Center evaluated 21 Executive Branch agencies, including all 15 cabinet-level departments, and graded each between an A+ and F- for writing quality and organizational compliance.

Social Security received an A+ for organizational compliance and an A for writing quality. This is an improvement over

PLAN YOUR RETIREMENT WITH SOCIAL SECURITY



Social Security benefits factor into the retirement plan of almost every American worker. If you are covered under Social Security, you should know how much you might receive in future benefits. These monthly payments are likely to be an important part of your retirement income.

We base your benefit payment on how much you earned during your working career. Higher lifetime earnings result in higher benefits. If there were some years you didn't work or had low earnings, your benefit amount may be lower than if you had worked steadily or had higher earnings. Even if you never worked and did not pay Social Security taxes, you may be eligible for benefits from a spouse's record. You must be at least 62 years old, and your spouse must already be receiving retirement or disability benefits.

Our Retirement page at www.ssa.gov/retirement is a great place to start mapping out your retirement plan.

For example, have you considered:

- When is the right time for you to start receiving your retirement benefits?
- What documents you may need to provide Social Security for your retirement application?
- Which factors may affect your retirement benefits?

You can use your personal *my* Social Security account at www.ssa.gov/myaccount to get an instant estimate of your future retirement benefits. You can also see the effects of starting your retirement benefits at different ages.

You may also be wondering about:

- Benefits for a spouse or children.
- How work affects your benefits.
- If you will have to pay taxes on your benefits.
- Medicare.

You can learn more at www.ssa.gov/retirement. Please share this information with your loved ones to help them prepare for their retirement.

DO YOU SUSPECT SOMEONE OF COMMITTING FRAUD, WASTE, OR ABUSE AGAINST SOCIAL SECURITY?

REPORTING FRAUD TO THE SSA OFFICE OF THE INSPECTOR GENERAL IS EASY, SAFE, AND SECURE.

REPORT SOCIAL SECURITY SCAMS AT [HTTPS://SECURE.SSA.GOV/IPPF/HOME](https://secure.ssa.gov/ippf/home)

REPORT OTHER SOCIAL SECURITY FRAUD, WASTE, AND ABUSE AT [HTTPS://SECURE.SSA.GOV/PFR/HOME](https://secure.ssa.gov/pfr/home)

OTHER WAYS TO REPORT FRAUD

U.S. MAIL:

**SOCIAL SECURITY FRAUD HOTLINE
PO BOX 17785
BALTIMORE, MD 21235**

**FAX:
(410) 597-0118**

**PHONE:
(800) 269-0271**

**10:00 A.M. TO 4:00 P.M. ET,
MONDAY TO FRIDAY,
EXCEPT FEDERAL HOLIDAYS**

(866) 501-2101 TTY

Need a Social Security card?



You may be able to start or complete your request online. Scan the QR code to get started.
1. Open the camera app on a smart phone or tablet.
2. Point the camera at the QR code.
3. Tap the banner that appears.

Social Security Administration | Publication No. 20-021
February 2022 | Produced at U.S. taxpayer expense **SSA.gov**

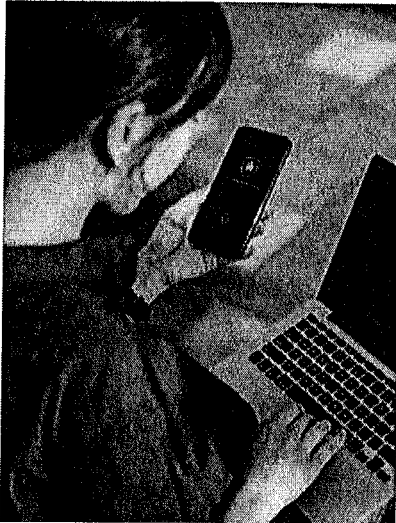
- EL LENGUAJE SENCILLO DEL SEGURO SOCIAL HACE BUENA CALIFICACIÓN
- PLANIFIQUE SU JUBILACIÓN CON EL SEGURO SOCIAL

- 1 CÓMO LO PROTEGEMOS DE ANUNCIOS Y COMUNICACIONES FRAUDULENTAS
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La Estrella de Seguro Social

CÓMO LO PROTEGEMOS DE ANUNCIOS Y COMUNICACIONES FRAUDULENTAS



El Seguro Social trabaja con la Oficina del Inspector General (OIG, por sus siglas en inglés) para protegerlo de las estafas que usan al Seguro Social como carnada. **La sección 1140 de la Ley del Seguro Social** permite que OIG imponga sanciones severas contra cualquier persona que participe en anuncios fraudulentos relacionados con el Seguro Social o comunicaciones engañosas. Puede revisar la Sección 1140 en www.ssa.gov/OP_Home/ssact/title11/1140.htm (solo disponible en inglés).

Por ejemplo, OIG puede imponer una sanción a cualquier persona que:

- Envíe solicitudes fraudulentas que parecen ser del Seguro Social o autorizadas por él.
- Opere un sitio de internet fraudulento o una cuenta de redes sociales diseñada para parecer que pertenece o está autorizada por el Seguro Social.
- Envíe correos electrónicos o mensajes de texto o realice llamadas telefónicas afirmando ser del Seguro Social.
- Venda formularios, solicitudes y publicaciones gratuitas del Seguro Social sin nuestra aprobación por escrito.
- Cobre una tarifa por un servicio que el Seguro Social proporciona de forma gratuita sin proveer un aviso claramente visible de que el Seguro Social proporciona esos servicios gratuitamente.

Si recibe un anuncio fraudulento o sospechoso relacionado con el Seguro Social o una comunicación de un impostor, infórmenos de inmediato. Trate de capturar toda la información sobre la

comunicación del incidente como usted pueda.

Esto es lo que puede hacer:

- Para sitios de internet sospechosos o cuentas de redes sociales, tome una captura de pantalla de la página. Tenga en cuenta la dirección del sitio de internet o el enlace de la red social, y cómo lo encontró.
- Para correos electrónicos y mensajes de texto, capture el mensaje completo y cualquier enlace que se encuentre en el mensaje.
- Para las solicitudes por correo de EE. UU., guarde la comunicación completa, incluso el sobre exterior y todos los insertos.
- Para solicitudes telefónicas, tenga en cuenta el número de teléfono de la persona que llama y cualquier nombre de la empresa o número de devolución de llamada que proporcione la persona o el mensaje grabado.

Usted puede ayudarnos a detener los anuncios y comunicaciones fraudulentas. Lo alentamos a que informe

LA ESTRELLA DE SEGURO SOCIAL

posibles estafas a OIG en oig.ssa.gov/espanol. También puede llamar a nuestra línea directa de fraude al 1-800-269-0271 y oprima 7 para español, o enviar un correo electrónico a OIG.1140@ssa.gov.

Esta información ayudará a OIG a localizar el origen de la solicitud o comunicación sospechosa. También puede consultar nuestra publicación, *Lo que necesita saber sobre los anuncios fraudulentos*, en www.ssa.gov/pubs/ES-05-10005.pdf.

¡Por favor comparta esta información con su familia y amigos, y ayúdenos a correr la voz en las redes sociales!

**MANTÉNGASE
INFORMADO CON LAS
CINCO PRINCIPALES
PÁGINAS DE REDES
SOCIALES DEL
SEGURO SOCIAL**



Nos esforzamos por proveerle al público información precisa y útil. Además de los recursos disponibles en nuestro sitio de

internet www.segurosocial.gov, también publicamos regularmente información útil en nuestro blog y en las redes sociales. Le invitamos a leer nuestras publicaciones y compartir artículos de interés con su familia y amigos.

1. Puede suscribirse a nuestro *blog*. Publicamos artículos sobre programas, políticas, temas actuales y nuevos servicios por internet. Lea más y suscríbese en blog.ssa.gov (solo disponible en inglés).
2. Puede seguirnos en *Facebook* en www.facebook.com/segurosocial. También puede compartir publicaciones de *Facebook* con su familia y amigos.
3. Tenemos muchos videos informativos en *YouTube*. Nuestros videos cubren los servicios por internet, la solicitud de beneficios por jubilación e incapacidad, las estafas relacionadas con el Seguro Social y mucho más. También ofrecemos algunos de nuestros videos en español. Puede ver y compartir fácilmente nuestros videos en www.youtube.com/SocialSecurity.
4. Puede unirse a nuestros muchos seguidores de *Twitter* en www.twitter.com/segurosocial. Usamos *Twitter* para anunciar nuevas herramientas de *my Social Security* y otros servicios o cambios en el programa.

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5. También estamos en *Instagram*. Compartimos historias y recursos que pueden ayudarlo a usted y a sus seres queridos. Visite nuestra página de *Instagram* en www.instagram.com/SocialSecurity (solo disponible en inglés).

Conéctese con nosotros en las redes sociales para obtener información útil. Síguenos y comparta nuestras páginas con un amigo, vecino o ser querido hoy. Consulte todos nuestros canales de redes sociales en www.ssa.gov/socialmedia (solo disponible en inglés).

Muchos servicios del Seguro Social están disponibles en nuestro sitio del internet, www.segurosocial.gov (disponible solo en inglés), o llamando a nuestro número libre de costo, 1 (800) 772-1213 o 1 (800) 325-0778 TTY.

Por favor, visite www.ssa.gov/agency/emergency/ para obtener información actualizada sobre los cierres de las oficinas del Seguro Social y emergencias (disponible solo en inglés). Suscríbese a actualizaciones específicas del estado o del territorio

PLANIFIQUE SU FUTURO DURANTE EL MES DE LA EDUCACIÓN FINANCIERA



Abril es el Mes de la Educación Financiera. El Seguro Social es una parte vital de cualquier plan financiero. Nuestras herramientas por internet pueden ayudarlo a comprender sus beneficios potenciales del Seguro Social y cómo toman forma en su futuro financiero.

Debe revisar periódicamente su *Estado de cuenta de Seguro Social (Estado de cuenta)* utilizando su cuenta personal *my Social Security* en www.ssa.gov/myaccount (solo disponible en inglés). Su *Estado de cuenta* es un resumen fácil de leer de los beneficios estimados que usted y su familia podrían recibir, incluso los posibles beneficios por jubilación, incapacidad y sobrevivientes.

Nuestra herramienta *Plan for Retirement tool in your personal my Social Security account* (Plan para la jubilación en su cuenta personal *my Social Security*), le permite consultar

varios ejemplos de estimación de beneficios. Puede comparar cómo diferentes ingresos futuros y fechas de inicio de beneficios de jubilación podrían afectar la cantidad de sus beneficios futuros.

Informe a su familia y amigos sobre los pasos que pueden tomar para mejorar su conocimiento financiero al explorar su cuenta personal *my Social Security*. Si no tienen una cuenta, pueden crear una fácilmente en www.ssa.gov/myaccount (solo disponible en inglés).

EL LENGUAJE SENCILLO DEL SEGURO SOCIAL HACE BUENA CALIFICACIÓN

Agency	Organizational compliance	Writing quality
Consumer Financial Protection Bureau	A	A
Department of Agriculture	F	A
Department of Commerce	F	F
Department of Defense	A+	F
Department of Education	A+	C
Department of Energy	A+	C
Department of Health and Human Services	A+	C
Department of Homeland Security	A+	A
Department of Housing and Urban Development	F	F
Department of Interior	A+	D
Department of Justice	B	F
Department of Labor	A+	D
Department of State	F	A
Department of Transportation	F	F
Department of Treasury	F	F
Department of Veterans Affairs	A+	D
Environmental Protection Agency	A+	A
National Archives and Records Administration	A+	B
Securities and Exchange Commission	A+	F
Small Business Administration	C	C
State Energy Administration	A+	A

Peter Kingly
CHAIR, CENTER FOR PLAIN LANGUAGE DATE: Jan. 9, 2023

A: Excellent B: Good C: Average D: Needs Improvement F: Fail

*Organizational compliance covers the clarity, communication, and transparency required by the 2010 Plain Writing Act.
**Each agency's score is based on the average of three quality scores on its Center for Plain Language and one on its FOIA request score.

El Seguro Social logró el puntaje más alto de cualquier agencia del gobierno federal en el *Informe federal de calificaciones en lenguaje sencillo de 2022* del Centro para el lenguaje sencillo.

Nuestras políticas y programas a veces pueden ser complejos y difíciles de explicar. Por lo tanto, siempre nos esforzamos por utilizar un lenguaje sencillo que sea claro, fácil de entender y útil.

El Centro evaluó 21 agencias del Poder Ejecutivo, incluyendo los 15 departamentos a nivel de gabinete, y calificó a cada uno entre A+ y F- por calidad de escritura y cumplimiento organizacional.

El Seguro Social recibió una A+ por cumplimiento organizacional y una A por calidad de redacción. Ésta es una mejora con respecto a las puntuaciones altas de A+ y B del año pasado.

El Centro en sus hallazgos clave dijo, «Un excelente modelo a seguir es la página ‘**Contáctenos**’ de la Administración del Seguro Social, la única que obtuvo una A+».

El Centro también dijo y señaló, «La página de internet es clara en su propósito de proporcionar la información que buscan los lectores. La página tiene un lenguaje claro y conciso, y se dirige directamente al lector».

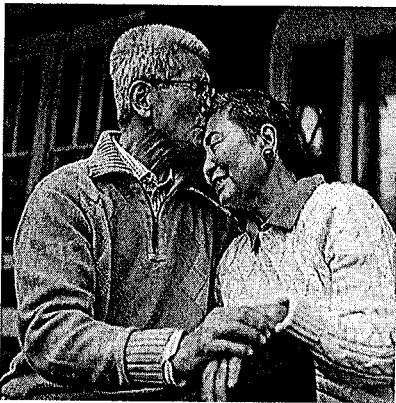
El Centro también citó, «Un excelente uso de enlaces, colores, fuentes, tamaño, negritas, viñetas e imágenes para resaltar información importante».

LA ESTRELLA DE SEGURO SOCIAL

Además, el Centro reconoció nuestra página *Freedom of Information Act (FOIA) Request* (Solicitud de la *Ley de Libertad de Información* [FOIA, por sus siglas en inglés]) como un excelente modelo para otras agencias. El Informe federal de calificaciones en lenguaje sencillo de 2022 se publicó el 10 de enero de 2023 en www.centerforplainlanguage.org/2022-federal-plain-language-report-card (solo disponible en inglés).

Para informarse mejor sobre los esfuerzos de lenguaje sencillo del Seguro Social, visite nuestra página de lenguaje sencillo en www.ssa.gov/agency/plain-language (solo disponible en inglés).

PLANIFIQUE SU JUBILACIÓN CON EL SEGURO SOCIAL



Los beneficios de Seguro Social son un factor en el plan para la jubilación de casi todos los trabajadores que viven en los EE. UU. Si está cubierto por el Seguro Social, debe saber

cuánto podría recibir en beneficios futuros. Es probable que estos pagos mensuales sean una parte importante de sus ingresos de jubilación.

Su pago de beneficios se basa en cuánto ganó durante su carrera laboral. Mayores ganancias de por vida dan como resultado beneficios más altos. Si hubo algunos años en los que no trabajó o tuvo ingresos bajos, la cantidad de su beneficio puede ser menor que si hubiera trabajado de manera constante o tuviera ingresos más altos. Incluso si nunca trabajó y no pagó impuestos del Seguro Social, puede tener derecho a recibir beneficios bajo el registro de su cónyuge. Debe tener al menos 62 años y su cónyuge ya debe estar recibiendo beneficios por jubilación o incapacidad.

Nuestra página de Jubilación en www.ssa.gov/es/retirement es un excelente lugar para comenzar a moldear su plan de jubilación.

Por ejemplo, ha considerado:

- ¿Cuándo es el momento adecuado para que comience a recibir sus beneficios por jubilación?
- ¿Qué documentos puede necesitar proveerle al Seguro Social para su solicitud por jubilación?

Puede usar su cuenta personal *my Social Security* en www.ssa.gov/myaccount (solo

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disponible en inglés) para obtener una estimación instantánea de sus futuros beneficios de jubilación.

También puede ver los efectos de comenzar sus beneficios por jubilación a diferentes edades. También se estará preguntando acerca de:

- Beneficios para un cónyuge o hijos.
- Cómo el trabajo afecta sus beneficios.
- Si tendrá que pagar impuestos sobre sus beneficios.
- Medicare.

Puede informarse mejor en www.ssa.gov/es/retirement. Comparta esta información con sus seres queridos para ayudarlos a prepararse para su jubilación.

**¿SOSPECHA DE ALGUIEN
QUE ESTÁ COMETIENDO
FRAUDE, DESPILFARRO O
ABUSO CONTRA EL
SEGURO SOCIAL?**

**INFORMELO A LA OFICINA
DEL INSPECTOR GENERAL
DE SSA. ES FACIL Y
SEGURO.**

**ENVIE UN REPORTE DE
ESTAFAS DE
SEGURO SOCIAL
[HTTPS://SECURE.SSA.GOV/IPPFF/HOME?LOCALE=ES](https://secure.ssa.gov/IPPFF/home?locale=es)**

**ENVIE UN REPORTE DE
FRAUDE, DESPILFARRO O
ABUSO CONTRA EL
SEGURO SOCIAL
(DISPONIBLE SÓLO EN INGLÉS)
[HTTPS://SECURE.SSA.GOV/PPFRF/HOME](https://secure.ssa.gov/PPFRF/home)**

**OTRAS FORMAS DE
DENUNCIAR FRAUDES**

**POR CORREO:
LÍNEA DIRECTA DE FRAUDE
DEL SEGURO SOCIAL
PO BOX 17785
BALTIMORE, MD 21235**

**FAX: (410) 597-0118
TELÉFONO: (800) 269-0271
(866) 501-2101 TTY**

**10:00 A.M. HASTA 4:00 P.M. ET,
LUNES A VIERNES, EXCEPTO
LOS DÍAS FERIADOS
FEDERALES**

¿Necesita una tarjeta de Seguro Social?



Es posible que pueda comenzar su solicitud por internet. Escanee el código QR para comenzar.

1. Abra la aplicación de la cámara en un teléfono inteligente o tableta.
2. Apunte la cámara al código QR.
3. Toque el banner que aparece.

Social Security Administration | Publication No. 20-021
February 2022 | Escanee y solicite su tarjeta con fondos de su
cuenta de seguros de los EE. UU. | SeguroSocial.gov