

MINUTES OF THE SEPTEMBER 19, 2019 MEETING OF THE TOWN BOARD OF  
THE TOWN OF POUND RIDGE HELD AT THE TOWN HOUSE, 179  
WESTCHESTER AVENUE, POUND RIDGE, N.Y.COMMENCING AT 8:00 P.M.

PRESENT: SUPERVISOR KEVIN HANSAN; COUNCIL MEMBERS: DANIEL  
PASCHKES, JODY SULLIVAN AND DAVID DOW

ALSO PRESENT: TOWN CLERK JOANNE PACE  
DEPUTY TOWN ATTORNEY, JOHN LOVELESS, ESQ.  
DEPUTY SUPERVISOR ALISON BOAK

ABSENT: COUNCILWOMAN DIANE BRIGGS

**CALL TO ORDER:** Supervisor Hansan called the meeting to order at 8:00 p.m.

**EXECUTIVE SESSION:**

**Board Action:** Motion by Councilman Paschkes, seconded by Councilman Dow, all  
voting aye to hold an Executive Session on Thursday, October 3, 2019 at 7:00 p.m. for a  
personnel matter.

**ANNOUNCEMENTS:**

- The last Food Truck Friday will be this Friday, September 20, 2019 5:00 – 9:00 p.m. Recreation Department will have an Open Mic night as the entertainment.
- There will be a free workshop on How to Use eBird at the Pound Ridge Library on Saturday, September 12<sup>st</sup> at 9:00 a.m. This will be followed by a Bird Walk at Henry Morgenthau Preserve (\$5.00 donation/person).
- September 21<sup>st</sup> is the second Kiwi Outdoor Market at the Market Square Scotts Corner from 10:00 a.m.-2:00 p.m.
- September 21<sup>st</sup> is the Recreation Department annual campout in the Town Park on Saturday, September 21<sup>st</sup> at 5:00 p.m.
- Harvest Festival will be held in the Town Park on Saturday, October 5<sup>th</sup> from 12:00-6:00 p.m.
- Recreation Department is have a “BRAPT” Skier Stability Training event at Conant Hall on Tuesday, September 24<sup>th</sup> from 10:00 – 11:00 a.m. It is a dynamic dryland training designed to promote better on-snow performance and expand a skier’s level of confidence and control.
- September 21<sup>st</sup> the Pound Ridge Partnership and Kahlo present “Eco-Chic Evening” at pond side of the Pound Ridge Nursery from 6:30-10:00 p.m. Proceeds will benefit a greener world especially in the Business District.

**MINUTES: Acknowledge/correct/accept minutes of the Town Board meeting held on September 5, 2019 and ratify decisions made in Executive Session on 9/5/19**

**Board Action:** Motion by Councilwoman Sullivan, seconded by Councilman Paschkes, all voting aye to accept the minutes of the Town Board meeting held on Thursday, September 5, 2019, AND BE IT

RESOLVED, that the Town Board hereby ratifies the decision made at Executive Session on Thursday, September 5, 2019 to accept the resignation of Police Officer John Kolesar effective August 30, 2019 and the decision to hire the following part time Police Officers: Michael Nalbone, Thomas Traudt and Michael Atkins effective September 9, 2019, AND BE IT

FURTHER RESOLVED, that the Town Board hereby ratifies the decision made at Executive Session on Thursday, September 19, 2019 to appoint Jonah Maddock as General Foreman to oversee the TEP Project in Scotts Corner. This will be a temporary second line of appointment and will be compensated with a total stipend of \$7,571.00.

#### **NEW BUSINESS:**

- **Finance**  
**-Approval to adopt Citizens Cyber Notification Policy**

Steve Conti, Director of Finance, is requesting approval of the Cyber Security Citizen's Notification Policy based on NYS requirements related to a cyber breach. This policy is consistent with the State Technology Law §208 as added by Chapters 442 and 491 of the laws of 2005. After determining that there has been believed to have been a compromise of the individual's private information, the Town must notify the individual by written notice, electronic notice, telephone notification or substitute notice (in excess of \$250,000) example e-mail, conspicuous posting of the notice or notification to major statewide media.

#### **RESOLUTION #: 167 -19**

**Board Action:** Motion by Councilman Paschkes, seconded by Councilman Dow, all voting aye on the following:

RESOLVED, that the Town Board hereby adopts the Cyber Security Citizen's Notification Policy based on NYS requirements related to cyber breach as presented by Steve Conti, Director of Finance.

#### **-Approval to purchase financial transparency software**

Steve Conti, Director of Finance, is requesting authorization for the approval of the proposal from ClearGov for transparency software package allowing us to supply the

public with Town of Pound Ridge financial information on a quarterly basis. The annual cost of this service is \$3,500 with an additional first year setup and training cost of \$1,200. Councilman Paschkes suggested seriously considering budgeting for this software in the 2020 budget and not voting on it tonight. It was agreed to have it go through the budget process and approving it after that.

**-Approval to purchase IT equipment**

Steve Conti, Director of Finance is requesting approval to purchase the computer equipment/upgrades that include Firewall Upgrades to add full unified threat management suite in the amount of \$3,500 and 7 computers to replace existing computers in the amount of \$13,000.

**RESOLUTION #: 168 -19**

**Board Action:** Motion by Councilwoman Sullivan, seconded by Councilman Paschkes, all voting aye on the following:

RESOLVED, that the Town Board hereby authorizes Steve Conti, Director of Finance, to purchase the computer equipment/upgrades that include Firewall Upgrades to add full unified threat management suite in the amount of \$3,500 and 7 computers to replace existing computers in the amount of \$13,000. Sullivan Data purchases under various NYS contracts.

• **Police – Approval to purchase traffic monitoring device**

Chief David Ryan is requesting approval to purchase a GEN2 Radar Recorder Kit with laptop and software to use on West Lane to gather accurate, independent and thorough data for all traffic related complaints on any roadway in Pound Ridge. This was not budgeted in 2019; however, there is money in the police budget for 2019 that can be used to purchase the equipment totaling \$4,024.00.

**RESOLUTION #: 169 -19**

**Board Action:** Motion by Councilman Paschkes, seconded by Councilwoman Sullivan, all voting aye on the following:

RESOLVED, that the Town Board hereby authorizes Chief David Ryan to purchase a GEN2 Radar Recorder Kit with laptop and software to use on West Lane to gather accurate, independent and thorough data for all traffic related complaints on any roadway in Pound Ridge. The total cost is \$4,024.00 and will come out of the police budget.

- **Town Clerk**  
-Approval to waive State Fee on Marriage Licenses for active duty members

**RESOLUTION #: 170 -19**

**Board Action:** Motion by Councilwoman Sullivan, seconded by Councilman Paschkes, all voting aye on the following:

RESOLVED, that the Town Board hereby approves of waiving the Local Fee of \$17.50 on marriage licenses for active duty members of the Armed Forces. The State Fee of \$22.50 has been waived effective August 20, 2019 and the waiving of the local fee will be effective September 19, 2019.

**-Approval for sale of cemetery plot**

**RESOLUTION #: 171-19**

**Board Action:** Motion by Councilwoman Sullivan, seconded by Councilman Dow, all voting aye on the following:

RESOLVED, that the Supervisor be and hereby authorizes the sale of cemetery Plot #: 370-2, Section 3 to Sally Green Semonite, 96 Eastwoods Road, Pound Ridge, NY 10576 in the amount of one thousand (\$1,000) dollars for one gravesite.

- **Supervisor – Acceptance of “open Mind” sculpture donation to Town**

Susan Grissom, former owner of Lion Heart Gallery in Scotts Corner introduced Lawrence McGarvey, an artist who displayed his works and sculpture in her gallery. His sculpture is “Open Mind” and it is currently on display near the Key Bank in Scotts Corner. The sculpture uses a “brain cloud” cut-out to acknowledge the world in the sculpture saying a cloud changes its shape over time, as does the mind. After receiving the sculpture as a gift through Susan Grissom to the Pound Ridge Partnership from artist Lawrence McGarvey, the Pound Ridge Partnership Board voted to offer the sculpture as a gift to the Town of Pound Ridge.

There are a few conditions as follows:

- The Town will take full responsibility for the sculpture; i.e. maintenance, insurance, etc.
- The Partnership will have final approval on the location and method of display
- The sculpture’s final location shall have a base and be lit.

- There should be a plaque stating that it was a gift from the Partnership to the Town and possibly a brief history of the sculpture.

The Town Board is in favor of receiving this sculpture as a gift from the Partnership but would like to review the conditions stated and follow the best logistics. This will be voted on at a future Town Board meeting.

- **Liaison's report**

The Town Board briefly commented on their Boards and Commissions meetings.

### **FINANCIAL MATTERS**

- **Recreation – request refund**

**RESOLUTION #:** 172 -19

**Board Action:** Motion by Councilman Dow, seconded by Councilwoman Sullivan, all voting aye on the following:

RESOLVED, that the Town Board hereby authorizes the following refunds:

Catherine Eshoo 100 Kitchawan Road Pound Ridge, NY	A2025	\$240.00	unused swimming lessons
Vicky Palushaj 31 Shad Road W Pound Ridge, NY	A2025	\$180.00	unused swimming lessons
Colleen Moore 48 Horseshoe Hill Rd. Pound Ridge, NY	A2025	\$ 85.00	unused swimming lessons
Karen Getz 5 Cradle Rock Rd. E. Pound Ridge, NY	A2001	\$120.00	flag football (broken leg)
Emily Hunt Forbes 52 Horseshoe Hill Rd. Pound Ridge, NY 10576	A2025	\$210.00	unused swimming lessons

- **Water Control Commission – approval for the release of bonds**

**RESOLUTION #: 173 -19**

**Board Action:** Motion by Councilwoman Sullivan, seconded by Councilman Dow, all voting aye on the following:

RESOLVED, that the Town Board hereby authorizes the following Water Control Bond releases:

<u>Name</u>	<u>Amount</u>	<u>Bond Number</u>
Michael O'Brien	\$15,000	2011-10
Karen O'Neil	\$ 5,000	2010-07
Edward Rakowicz	\$ 1,000	2008-11
Richard Scordato	\$ 2,000	2010-09
John Vaske	\$ 1,000	2011-14

**Monthly Reports**

The monthly reports have been received for August 2019 and are available in the Town Clerk's office.

**Pay Bills**

**RESOLUTION #: 174-19**

**Board Action:** Motion by Councilman Dow, seconded by Councilwoman Sullivan, Board polled, motion passing 3-0 with Councilman Paschkes abstaining on the following:

WHEREAS, Councilman Paschkes has audited claims for payment and has reported that same could be paid, Now, Therefore, Be It

RESOLVED, that the Supervisor be and is hereby authorized to pay the following claims for payment provided there are sufficient funds in the account to which a claim may be charged:

<b>GENERAL FUND</b>	<b>G</b>		<b>\$</b>
<b>HIGHWAY FUND</b>	<b>D</b>		<b>\$</b>
<b>TRUST AND AGENCY</b>	<b>T</b>		<b>\$</b>
<b>CAPITAL</b>	<b>H</b>		<b>\$ 0</b>

**ADJOURNMENT:** There being no further business to come before the Board, Supervisor Hansan adjourned the regular meeting at 8:50 p.m.

**Board Action:** Motion by Councilwoman Sullivan, seconded by Councilman Dow, all voting aye to reconvene the meeting as Parking District Commissioners.

**RESOLUTION #: 175-19**

**Board Action:** Motion by Councilwoman Sullivan, seconded by Councilman Dow, Board polled, motion passing 3-0 with Councilman Paschkes abstaining on the following:

WHEREAS, Councilman Paschkes has audited claims for payment and has reported that same could be paid, Now, Therefore, Be It

RESOLVED, that the Supervisor be and is hereby authorized to pay the following claims for payment provided there are sufficient funds in the account to which a claim may be charged:

<b>PARKING DISTRICT</b>	<b>ST</b>		<b>\$</b>
-------------------------	-----------	--	-----------

**Add-on: Pound Ridge Garden Club**

**RESOLUTION #: 176-19**

**Board Action:** Motion by Councilwoman Sullivan, seconded by Councilman Paschkes, all voting aye on the following:

RESOLVED, that the Town Board hereby authorizes the Pound Ridge Garden Club to plant a tree for posterity in the back of the Town House property near the pond. The tree's growth, and progress will be monitored, reported and presented by the Pound Ridge Garden Club as part of the Town Time Capsule Project over the coming years.

**ADJOURNMENT:** There being no further business to come before the Board, Supervisor Hansan adjourned the Parking District meeting at 9:00 p.m.

Joanne Pace  
Dated at Pound Ridge, New York  
September 20, 2019