

MINUTES OF THE FEBRUARY 12, 2015 MEETING OF THE TOWN BOARD OF THE TOWN OF POUND RIDGE HELD AT TOWN HOUSE, 179 WESTCHESTER AVENUE, POUND RIDGE, N.Y., COMMENCING AT 9:00 A.M.

PRESENT: SUPERVISOR RICHARD LYMAN; COUNCIL MEMBERS:
DANIEL PASCHKES, BONNIE SCHWARTZ, ALISON BOAK AND
SHERENE DE PALMA

ALSO PRESENT: TOWN ATTORNEY, WILLIAM P. HARRINGTON, ESQ.
TOWN CLERK, JOANNE PACE
DEPUTY SUPERVISOR JONATHAN POWERS

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

CALL FOR EXECUTIVE SESSION:

Board Action: Motion by Councilwoman Boak, seconded by Councilwoman Schwartz, all voting aye to hold an Executive Session immediately following the Town Board meeting for a couple of personnel matters.

ANNOUNCEMENTS: None

MINUTES: Acknowledge/correct/accept minutes of Town Board Meetings on February 5, 2015.

RESOLUTION #: 50-15

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

RESOLVED, that the Town Board hereby acknowledge/correct/accept minutes of Town Board Meetings on February 5, 2015.

NEW BUSINESS:

- **Authorization for Supervisor to sign Resolution regarding joining the County on an Aggregation of Intermunicipal Cost Sharing**

Supervisor Lyman explained as a second part of staying under the 2% tax cap, and getting money for our residents from Albany, we have to come up with a 1% costs savings on our budget for the years 2016, 2017 and 2018. This was supposed to be through Intermunicipal Agreements. Albany has subsequently said we can do this through cost efficiencies. Internal savings can be applied. One of the things we do have is the Intermunicipal Agreement with Lewisboro on the vacuum truck and that can be applied. The second thing we have is our joining NYMIR for our insurance needs and the saving with that can be applied and the third thing would be our intention of joining a group similar to NYMIR, Comp Alliance, for our Worker's Compensation insurance, saving us money. Moreover, the legislature also said that Counties could apply

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efficiencies and savings they have towards municipalities. We will have to justify our numbers if we are subject to an audit. The Town must provide a resolution. Supervisor Lyman asked County Executive Rob Astorino to supply a template resolution so that we are all on the same page. Legislators have to first act to finalize this. They will then issue a resolution for Pound Ridge to adopt. Because the time frame is short, Supervisor Lyman is requesting authorization to sign the resolution when received subject to his issuing the draft to all Town Board members and Town Attorney for comment. This way, because of the time restriction, there wouldn't be a need for a Special Town Board meeting for permission to sign the resolution.

Councilman Paschkes has a real concern with pre-authorizing the signature of something that the Town Board has not had a chance to review/read and not sure if procedurally it is appropriate to grant the authority subject to telephone communication or on-line communication. It may be violation to the Open Meetings Law. He is not comfortable with this. Town Attorney Harrington opined that it was probably okay, but Supervisor Lyman agreed to put it on the March 5th Town Board meeting agenda instead of authorizing it now.

- **Recreation Commission – requesting approval for a new vendor for the Pool Snack Bar**

The snack bar management at the Town Park Pool that has been operated by Scotts Corners Market over the past fifteen years is due for a change. Scotts Corners Market has noted that a change is agreeable with them as it has become burdensome in the past couple of years. The Recreation Department has received inquiries from other concession operators and most prominently and consistently, Westchester Food Service. They currently service eleven other municipalities and are reputable. They would provide the best customer service and food quality, necessary permits and insurances, Board of Health approval and propose a rental fee of \$1,800 for the season.

RESOLUTION #: 51 -15

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

RESOLVED, that the Town Board hereby awards the Town Park Pool Concession management to Westchester Food Service and request the submission of a contract for review by the Town Board and Town Attorney for approval.

- **Town Clerk- requests authorization to advertise for the annual Road Materials bid**

RESOLUTION #: 52-15

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

RESOLVED, that the Town Board hereby authorizes the Town Clerk to advertise for the annual road materials and service bids for March 18, 2015 at 10:00 a.m.

In regard to the asphalt bid, the Town Attorney will inquire if it is possible to get a multi year bid.

*Supervisor Lyman suggested putting a memo in with the bid sheets asking if they would be interested in a multi year contract.

- **David Stolman presentation on Form Based Code**

David Stolman, F.P. Clark Associates, gave a power point presentation on Form Base Code. He started explaining the difference between the current Conventional Zoning and the Form Based Code.

Conventional Zoning is often called Euclidean Zoning named after a landmarked zoning case in the village of Euclid, Ohio from 1922.

- Zoning map showing various districts
- A listing of permitted uses by districts
- Minimum front, side and rear setbacks
- Maximum building coverage
- Maximum total lot coverage
- Maximum building height and feet and number of stories
- Maximum floor area ratio relative to lot area
- Minimum off-street parking

Formed Based Code is more uniform and offers an alternative to conventional zoning. It is also more aesthetic and requires compliance and design guidelines. It is defined as land development regulations that foster predictable built results and a high quality public realm by using physical form rather than separation of uses. Form based codes are regulations not merely guidelines that are adopted in the law. There are five (5) main elements to form based zoning:

- Regulating plan
- Public realm standards
- Building standards
- Administration review process
- Definitions

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Supervisor Lyman and Councilwoman Boak spoke about the TEP program in Scotts Corners and how this will coincide with the form based concepts. Some of the standards will be set through TEP.

David Stolman summarized by saying in Conventional Zoning, there is concentration on separation of land uses, especially in suburban areas, and reliance on maximum and minimum quantitative standards; little in way of design standards and requirements; and the design of the building environment is not nearly as predictable. In Form Based Code, there is concentration on both public and private realms; a reliance on predetermined graphics and written design standards and requirements and the result of the building environment is much more predictable.

David Stolman was asked to put together a formal proposal to see what will be involved and the projected costs in advancing the idea.

- **Liaison Report**

Town Board members gave informative reports on their various Boards and Commissions.

FINANCIAL MATTERS:

- **Recreation Department – requesting to refund deposit for Conant Hall**

RESOLUTION #: 53 -15

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

RESOLVED, that the Town Board hereby authorizes the refund of the five hundred (\$500) dollar deposit for a fund raiser held on January 30, 2015 to the Bedford/Pound Ridge Baseball Association, c/o Michael Kornblau, PO Box 24, Pound Ridge, NY, as the premises were inspected after both events and found to be in acceptable condition:

RESOLUTION #: 54 -15

Board Action: Motion by Councilwoman Schwartz, seconded by Councilwoman De Palma, the Board polled and motion passing 4-0 with Councilman Paschkes abstaining on the following:

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RESOLVED, that the Town Board hereby authorizes the refund of five hundred (\$500) dollars for a party held on January 31, 2015 to Catherine Levine, 264 Salem Road, Pound Ridge, NY, as the premises were inspected after both events and found to be in acceptable condition:

- **Monthly Reports**

The monthly reports have been received for January 2015 and are available in the Town Clerk's office.

- **Pay Bills**

RESOLUTION #: 55-15

Board Action: Motion by Councilman Paschkes, seconded by Councilwoman Schwartz, the motion passing 4-0 with Councilwoman De Palma abstaining to authorize payment of the bills:

WHEREAS, Councilwoman De Palma 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:

GENERAL FUND	G		\$243,731.41
HIGHWAY FUND	D		\$ 70,137.91
TRUST AND AGENCY	T		\$ 15,583.33
CAPITAL	H		\$ 5,486.49

ADJOURNMENT: There being no further regular business to come before the Board, Supervisor Lyman adjourned the regular meeting at 10:30 p.m.

RECONVENE: As Parking District Commission

Board Action: Motion by Councilwoman Schwartz, seconded by Councilwoman Boak, all voting aye to reconvene as Parking District Commissions.

- **Town Clerk – request to bid Landscaping Maintenance Services for Scotts Corner Parking District 2015**

**Specifications for Maintenance Services to be provided in Scotts Corners
 in 2015 between the months of April and October (25 weeks)**

- 1) Spring and Fall Clean-up of all islands, including the back parking lot and Westchester Avenue for Est. Total Cost: \$_____).
- 2) Swales – Cleaning out the ditches (swales) and weed-whacking both sides of the Parking District to be done, as needed, (at least twice a year).

\$_____ each clean-up. (Est. Total: \$_____).

Mowing – Shall consist of mowing grass in back of the swale on the north side and

on the south side. Weed-eater on all edging. All grass in front of the buildings that is not done by property owners shall also be done. Once per week from the middle of April to the 2nd week in August. After August 15th, once every two weeks.

Front cost - \$_____ per cutting
 Rear cost - \$_____ per cutting

(Estimate: April to mid-August = \$_____
 August 15 – October 31 \$_____ (Est. Total
 \$_____)

- 3) September, October and November: Raking and blowing leaves every other week including along the shoulders of Westchester Avenue in PBB. Remove leaves once every two weeks.

September - \$_____
 October - \$_____
 November - \$_____ If needed, first week in December – last clean-up and leaf removal \$_____. (Est. \$_____)

Estimated Grand Total for the above services = \$_____

RESOLUTION #: 56 -15

Board Action: Motion by Councilwoman Boak, seconded by Councilwoman Schwartz, all voting aye on the following:

RESOLVED, that the Town Board hereby authorizes Town Clerk Joanne Pace to go out to bid for the Scotts Corners Maintenance Services for 2015 per specifications above.

- **Pay Bills**

RESOLUTION #: 57-15

Board Action: Motion by Councilwoman Schwartz, seconded by Councilman Paschkes, the motion passing 4-0 with Councilwoman De Palma abstaining to authorize payment of the bills:

WHEREAS, Councilwoman De Palma 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:

PARKING DISTRICT	ST		\$ 0
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ADJOURNMENT: There being no further regular business to come before the Board, Supervisor Lyman adjourned the regular meeting at 10:35 p.m.

Joanne Pace
Dated at Pound Ridge, New York
February 13, 2015