

**MINUTES OF THE AUGUST 6, 2015 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 RICHARD LYMAN; COUNCIL MEMBERS: DANIEL PASCHKES, ALISON BOAK, BONNIE SCHWARTZ AND SHERENE DE PALMA

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

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

**EXECUTIVE SESSION:**

**Board Action:** Motion by Councilwoman Schwartz, seconded by Councilwoman De Palma, all voting aye to hold an Executive Session immediately following the Town Board meeting for a legal matter.

**REMINDER:**

Supervisor Lyman reminded everyone that the continuation of the Public Hearing on the Community Choice Aggregation program (CCA) will be held at the September 3, 2015 Town Board meeting commencing at 8:00 p.m.

**MINUTES:** Acknowledge/correct/accept minutes of the Town Board Meeting held on July 9, 2015 and the Special Town Board meeting held on July 28, 2015

**Board Action:** Motion by Councilwoman Schwartz, seconded by Councilwoman De Palma, all voting aye to accept the minutes of the Town Board Meeting held on July 9, 2015 and the Special Town Board meeting held on July 28, 2015

**NEW BUSINESS:**

- **Police Department – purchase of police vehicle**

**RESOLUTION #: 140-15**

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

RESOLVED, that the Town Board hereby authorizes Chief David Ryan to purchase a 2014 Ford Expedition SSV on NY State Contract for the purchase price of \$32,134.40. The equipment from the current vehicle will be transferred where possible. The removal and installation will cost \$9,308.00. The total for the purchase of the vehicle and

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installation of equipment will be \$41,442.40. There will be an additional \$5,000 cost for the propane conversion once they decide to do the conversion. This has been budgeted and the money is available for the purchase.

- **Court Clerk – updating & automation of the court**

\*Note: Councilman Paschkes recused himself from the discussion.

Court Clerk Sonia Mercado-Jimenez is requesting to add a program called DMV-Call in order to have the ability to check suspended tickets. This program would have an annual cost of \$95.00. Another program she is requesting is a scanning program to allow the Court to archive documents that are scanned into the files. The fee for the first year for this program is \$995 and then each additional year thereafter would be \$240 annually. Ms. Mercado-Jimenez has received the scanner at no expense to the Town.

Another item she is requesting is adding the QR code to her letters. The QR code will have the Court website and two online charge companies the Court is providing for the public. The installation of this service is of no cost to the Town.

**RESOLUTION #: 141-15**

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

RESOLVED, that the Town Board hereby authorizes Court Clerk Sonia Mercado-Jimenez to purchase the program called DMV-Call, in order to have the ability to check suspended tickets. This program would have an annual cost of \$95.00, AND BE IT

FURTHER RESOLVED, that the Town Board hereby authorizes the scanning program to allow the Court to archive documents that are scanned into the files. The fee for the first year for this program is \$995 and then each additional year thereafter would be \$240 annually. The scanner is at no expense to the Town, AND BE IT

FURTHER RESOLVED, that the Town Board hereby authorizes the addition of the QR code to the Court stationery. The QR code will have the Court website and two online charge companies the Court is providing for the public. The installation of this service is at no expense to the Town.

- **Discussion on charging out-of-towners for fireworks**

It has been suggested that there be a charge for non-residents attending the Pound Ridge Fireworks event. Residents will not be charged. Councilwoman Schwartz mentioned that many other Towns do charge per car to attend the Fireworks Event. New Canaan charges \$30.00 for residents and \$60.00 for non-residents. She is suggesting charging out-of-towners \$30.00 per car and not charging residents and their guests. There was a question that perhaps this may imply a contract if we charge and attached to that contract would be a liability clause. Supervisor Lyman

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has reached out to our Town Insurance Consultant Harvey Dann but was unable to get an answer for this meeting. Counsel Harrington did say that there wouldn't be an issue of increased liability.

Chief Ryan supports the idea of charging non-residents to reduce the crowd and to collect money to offset the cost of the event. The charge for the fireworks is \$7,500 but the other charges associated with the event, police coverage and maintenance coverage brings the total cost of the event up to approximately \$25,000. The donations have decreased over the years and we get less than 25% of the cost of the event. This may get us approximately 25% extra to put towards the cost.

Jody Sullivan suggested a stronger letter may be necessary to try to get more residents and business owners to contribute.

**RESOLUTION #: 142-15**

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

RESOVLED, that the Town Board hereby agrees to charge thirty (\$30.00) dollars per car to non-residents who attend the annual Fireworks Event. Residents and their guests will not be charged.

- **Continue discussion on Live Streaming Town Board meetings**

Continuation of discussion took place on Live Streaming Town Board meetings and other meetings going forward. Steve Conti, Director of Finance, was able to discuss budgetary needs with department heads and found that most of the big items eg., road repairs and vehicles are covered for 2015 and 2016. The strategy was to try to make the larger purchases in 2015 and reserve the money in 2016. After careful evaluation, Steve Conti said that it is possible to go ahead with the purchase of the initial equipment and set up with Granicus, Inc.

The following resolution and amendment to the resolution was motioned by Councilman Paschkes, seconded by Councilwoman Boak:

**RESOLUTION #: 143-15**

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

RESOLVED, that the Town Board hereby authorizes Steve Conti, Director of Finance, to move forward with the equipment purchases as outlined in his memo dated July 8, 2015 and also move that we authorize, subject to review by Town Counsel, the entering into a contract to webcast the services and purchase the four thousand five hundred (\$4,500) dollar digital equipment from Granicus Equipment.

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Supervisor Lyman amended the resolution to authorize Steve Conti, Director of Finance, to move the money from contingency to the IT line.

- **Town Clerk – to authorize sale of cemetery plot**

**RESOLUTION #: 144-15**

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

RESOLVED, that the Supervisor be and is hereby authorized to sell Town Cemetery Plot # 45-1 & 2, Section 3 to Michael and Susan Stillman, 33 Mead Street, Waccabuc, NY 10597 in the amount of two thousand dollars (\$2,000) for one gravesite.

- **Add-On-ratify appointment of Receptionist and ratify appointment of Waste Water Task Force members**

**RESOLUTION #: 145-15**

**Board Action:** Motion by Councilwoman De Palma, seconded by Councilwoman Schwartz, all voting aye on the following:

RESOLVED, that the Town Board hereby hires Lynn Princisvalle as part time receptionist effective August 17, 2015 for the hourly rate of \$17.00.

**RESOLUTION #: 146-15**

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

RESOLVED, that the Town Board hereby appoints Ted Dowey and Phil Sears as members of the Waste Water Task Force.

- **Liaison Reports**

The Board members gave an update to their various Boards and Commissions meetings.

**FINANCIAL MATTERS:**

- **Recreation Dept. – refund for Conant Hall Deposit and pool membership refund**

**RESOLUTION #: 147-15**

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

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

Darcy McConnell 14 Doeview Lane Pound Ridge, NY 10576	\$150.00 from A2002	Refund for (3) specialty camp registrations due to family schedule conflict
Jennifer Achim 25 Brook Farm Rd. Bedford, NY 10506	\$130.00 from A2002	Refund for (3) camp programs for 2 children due to family schedule conflict
Janelle Coppola 7 Patterson Road Pound Ridge, NY 10576	\$80.00 from A2025	Refund for one week of Little Dolphins swim lessons for 2 children due to family schedule Conflict

- **WCC – bond release**

**RESOLUTION #: 148-15**

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

RESOLVED, that the Town Board hereby authorizes the bond release for Elizabeth Maier, 166 Barnegat Road, Block 9456, Lot 36 in the amount of \$5,000 for construction related to an addition and renovations. The disturbed areas by the construction activity have been restored satisfactorily.

- **Monthly Reports**

Monthly reports are on file in the Town Clerk's office.

- **Pay Bills**

**RESOLUTION #: 149 -15**

**Board Action:** Motion by Councilwoman Boak, seconded by Councilman Paschkes, motion carried 4-0 with Councilwoman De Palma abstaining on the following:

WHEREAS, Councilwoman De Palma has audited claims for payment and has reported that same could be paid subject to obtaining additional documents or department head signatures to approve them, Now, Therefore, Be It

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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>\$160,653.43</b>
<b>HIGHWAY FUND</b>	<b>D</b>		<b>\$ 34,154.66</b>
<b>TRUST AND AGENCY</b>	<b>T</b>		<b>\$ 87,973.41</b>
<b>CAPITAL</b>	<b>H</b>		<b>\$ 0</b>

**ADJOURNMENT:** There being no further business to come before the Board Supervisor Lyman adjourned the regular meeting at 8:55 p.m.

Supervisor Lyman reopened the Town Board meeting as Parking District Commissioners to pay the Parking District claims.

**RECONVENE: As Parking District Commission**

- **Pay bills**

**RESOLUTION #: 150-15**

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

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:

<b>PARKING DISTRICT</b>	<b>ST</b>		<b>\$1,149.99</b>
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- **Preliminary discussion on new enclosure for dumpsters**

Supervisor Lyman gave an update on the dumpster enclosures and said that the second building will be put in place behind the Fire Department and will be shared by DiNardo's restaurant, Healing Home Foods and possibly the Fire Department. There is a suggested change to the doors on the second enclosure. Instead of two doors at either end, there will be a slightly larger one centered in the front. The feedback has been positive with the first dumpster building and the business owners are looking forward to the second one. This will complete that side of the road. The next one will be scheduled for the opposite side behind the wine store.

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

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TOWN OF POUND RIDGE  
POUND RIDGE, N.Y.  
September 10, 2009