

MINUTES OF THE MAY 5, 2016 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, BONNIE SCHWARTZ, JODY SULLIVAN AND
DAVID DOW

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.

CALL FOR EXECUTIVE SESSION:

Board Action: Motion by Councilwoman Schwartz, seconded by Councilman Paschkes, all voting aye to hold an Executive Session immediately following the Town Board meeting for personnel and legal matters.

ANNOUNCEMENTS:

- Supervisor Lyman announced that the second beech tree was planted near the Police Station by the Pound Ridge Garden Club. The first one was donated by the NYS DEC following a grant received by Carrie Sears, Chair of the Conservation Board. Supervisor Lyman thanked Vinnie Duffield, Highway Superintendent, for watering the trees and removing a large stone to allow level planting of the tree.

MINUTES: Acknowledge/correct/accept minutes of the Town Board meeting held on April 14, 2016

RESOLUTION #: 86-16

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

RESOLVED, that the Town Board hereby accepts the minutes of the Town Board meeting minutes of April 14, 2016.

OLD BUSINESS:

- **Revisions to the Personnel Handbook**

2016 Personnel Handbook updates will be discussed in Executive Session immediately following Town Board meeting.

NEW BUSINESS:

- **The Pound Ridge Partnership-amend the approval of Special Event Application for Pride Day**

The amendment to the Special Event Permit has been withdrawn by the Pound Ridge Partnership.

- **Green Streets Committee- Presentation on Parking Lot Lighting**

James Best, committee members of the Green Streets Committee, which is a collaboration between Pound Ridge Partnership and the Business Association and Louis Fusco, landscape architect and their consultant presented their proposal for replacement of parking lot lighting in Scotts Corner. Since 2011, the Committee has been actively looking to replace the street lights on Westchester Avenue. Then the TEP project came through taking care of Westchester Avenue; however, they were actively fundraising at that time and had very successful fundraisers as well as starting an “Adopt a Street Light” program in which people could donate and buy a street light and have a plaque put on. They decided to change the lighting in the parking areas in conjunction with what is proposed in the TEP project. Mr. Fusco showed the drawings of the proposed lighting to be used in the back parking lots. They would be replaced with LED square lighting fixtures. They are more economical and gives better coverage. The more decorative light posts will be used along Westchester Avenue working with the consultants for the TEP project. The Green Streets Committee will be adding two additional light posts, one alongside of Chubbies Hardware and one on the side of Avant Garden and North Star Restaurant as these areas were rejected in the original TEP project. The light posts on Westchester Avenue will hold the plaques donated by families. This has been cleared with the TEP representatives.

Discussion took place regarding Town ownership of these light posts and light heads and how the Town would now be responsible for maintenance and cost of NYSEG bills. NYSEG owns the wiring at this time and there have been problems but apparently, most of the wiring will all be replaced with the TEP project. The larger issue is if this becomes a public project even though it is being paid for by a non-for-profit group. It depends on who is doing the contracting. It is a grey area. Discussion will continue on this.

- **Conservation Board- appoint and welcome junior members (tabled until June Town Board meeting)**
-discuss Mayor’s Monarch Pledge

Carrie Sears, chair of Conservation Board, would like the Town Board to support the Mayors' Monarch Pledge. There are four parts to the pledge as follows:

- Adopt the Pledge
- Specify your action by doing three things on the suggested list

Carrie Sears suggests issuing a proclamation and adopting the resolution; planting milkweed plants along the Town Park and Westchester Avenue and swamp milkweed around the pond at the Town Park and possibly butterflyweed near the Town Park entrance and launching public communication effort to plant monarch gardens at the Pride Day Event by setting up a table.

- Take action
- Report progress quarterly which will be the responsibility of the Conservation Board

Carrie Sears suggest the following resolution:

RESOLUTION # 87-16

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

RESOLVED, that the Town Board hereby designates the 2016 growing season as "Monarch Months" in order to encourage public officials, business owners, teachers and residents of this Town to plant and protect native milkweed and nectar sources, so that Monarch butterflies have the resources necessary to produce successive generations and sustain their spectacular migration throughout the Town and beyond.

- **Woodard and Curran – to review and discuss contract**

Woodard and Curran, our consulting engineers to the Planning Board and the Town, has proposed a contract for their scope of services. The proposed contract was given to Town Attorney William Harrington for his review and comments and Supervisor Lyman and Clay Fowler, Planning Board Chair also reviewed it and made comments. Councilman Paschkes asked if this was truly an "at will contract" allowing us to get out of it at any time and that is correct. He also commented on Section F under Application Type Classifications where it addresses "escrow budgets may be required to be adjusted accordingly". It appears to give that discretion to the Chair of the Planning Board when normally the Planning Board sets the escrow amounts at a Public Meeting. The two issues are that it should come back to the Planning Board to approve at the next public meeting and also, there is nothing in the contract that notifies the applicant of the increase. Supervisor Lyman suggests striking the word Chairman and leave it as the

Planning Board and insert “and the applicant”. Attorney Harrington will revise the comments on this proposed contract and forward it to the Supervisor before next week’s Town Board meeting. It will be put on the May 12th Town Board meeting agenda for further review and discussion.

Add-On: appointment of Assistant Foreman

RESOLUTION #: 88 -16

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

RESOLVED, that the Town Board hereby appoints David Hintz as Maintenance Assistant Foreman with an increase of \$1.25 to his hourly rate becoming \$26.90 an hour effective immediately.

- **Town Clerk – Awarding Catch Basin and Vor-tee unit cleaning and Tree Work Bids**

On Wednesday, April 20, 2016 at 10:00 a.m. at the Town House, there was a bid opening for Catch Basin and Vor-tee Cleaning and Tree Work for the Town of Pound Ridge. The following were the results of the bid opening:

Catch Basin and Vor-tee unit Cleaning

Residuals Management Services, LLC

<u>Vac truck with operator:</u>	<u>Hourly</u>	<u>Daily</u>	<u>Weekly</u>
	\$245.00	\$1,960.00	\$9,800.00

Other: Disposal for Vor-Tec unit @ \$0.22 per gallon

Fred A. Cook, Jr. Inc.

<u>Vac truck with operator</u>	<u>\$225.00</u>	<u>\$1,800.00</u>	<u>\$9,000.00</u>
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Other: Laborer \$75.00 per hour if requested.

Tree Work

Barney Zipkin Tree Service, Inc.

	<u>DAILY</u>	<u>WEEKLY</u>
<u>Bucket truck w/operator</u>	\$ 700.00	\$3,150.00
<u>Bucket truck w/operator & chipper</u>	\$ 925.00	\$4,150.00
<u>Chip Truck w/operator & chipper</u>	\$ 475.00	\$2,000.00
<u>Stump grinder w/operator</u>	\$ 475.00	\$1,750.00
<u>Other: Crane</u>	\$1,600.00	\$5,600.00

Mill River Tree Service

<u>Bucket truck w/operator</u>	\$2,200.00	\$11,000.00
<u>Bucket truck w/operator & chipper</u>		\$2,800.00
\$14,000.00		
<u>Chip Truck w/operator & chipper</u>	\$1,800.00	\$ 9,000.00
<u>Stump grinder w/operator</u>	\$1,800.00	\$ 9,000.00
<u>Other: NONE</u>		

The Highway Superintendent, Vinnie Duffield, recommends awarding the bids to Fred A. Cook, Jr. and Barney Zipkin as they were the lowest bidders.

RESOLUTION #: 89 -16

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

RESOLVED, that the Town Board hereby awards the bid for Catch Basin and Vor-tee cleaning to Fred A. Cook, Jr, Inc for the amounts listed above and Tree Work to Barney Zipkin Tree Service, Inc. for the amounts listed above as they were both the lowest bidders.

– Awarding of Landscaping Bid for Parking District

On Wednesday, April 16, 2016 at 10:00 a.m. at the Town House, there was a bid opening for landscaping in Scotts Corners. After reviewing the bids, it is recommended to award the contract to Luppino Landscaping Corp. as he was the lowest bid and covered all the requirements set in place by the Town. The following were the two bids received:

Miller's Landscaping, Inc.	\$ 6,250.00
Luppino Landscaping	\$ 3,550.00

RESOLUTION #: 90-16

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

RESOLVED, that the Town Board hereby awards the Landscaping Maintenance contract for Scotts Corner to Luppino Landscaping, Corp. PO Box 58, Pound Ridge, NY 10576 for the grand total of \$3,550.00 for all services in the contract.

FINANCIAL MATTERS:

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

RESOLUTION #: 91-16

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

RESOLVED, that the Town Board hereby authorizes the refund of five hundred (\$500) dollars to Rich Wetchler, 8 Heerdt Farm Road, Pound Ridge, NY 10576 for use of Conant Hall on April 3, 2016 for a birthday party. The premises were inspected and found to be in acceptable condition, AND BE IT

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FURTHER RESOLVED, that the Town Board hereby authorizes the refund of five hundred (\$500) dollars to Gabriel Goodman, 120 Long Ridge Road, Bedford, NY for the use of Conant Hall on April 1, 2016 for a Chowder and Marching band dinner. The premises were inspected and found to be in acceptable condition.

- **Water Control – to authorize bond release**

RESOLUTION #: 92 -16

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

RESOLVED, that the Town Board hereby authorizes the Water Control Commission to release the following bond as all of the work has been satisfactorily completed:

Alfred Grossman, 11 Robin Hood Road, Pound Ridge, NY 10576 Block 9031, Lot 86, \$500 for construction work within the wetlands regulated area.

ADJOURNMENT: There being no further business to come before the Board Supervisor Lyman adjourned the regular meeting at 8:45 p.m.

Joanne Pace
Dated at Pound Ridge, New York
May 6, 2016