

MINUTES OF THE MAY 11, 2017 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 AND JODY SULLIVAN

ALSO PRESENT: TOWN CLERK, JOANNE PACE  
DEPUTY TOWN ATTORNEY, JOHN LOVELESS

ABSENT: DEPUTY TOWN SUPERVISOR JONATHAN POWERS  
TOWN ATTORNEY WILLIAM P. HARRINGTON  
COUNCILMAN DAVID DOW

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

Supervisor Lyman opened the meeting by reading a letter he received from Joan Silbersher thanking him for sending out the Newsletter in May. She said "it introduces a very helpful, useful, informative, productive and responsible display for us all." She thanked Supervisor Lyman and the Town Board for their leadership of this wonderful Town and said that future reports would be eagerly received and appreciated.

Supervisor Lyman introduced the new Coordinator of the Drug Abuse Prevention Council for Bedford, Lewisboro and Pound Ridge Kathryn Ferrara. Ms. Ferrara explained that she will continue with the current program activities and create new ones to increase the interaction with school children, parents, school administrators, local officials and program resource personnel. The Town Board welcomed her.

**ANNOUNCEMENTS/REMINDERS:**

- Supervisor Lyman announced the Memorial Day Parade will be held on Monday, May 29, 2017 starting at 12:00 at the Pound Ridge Elementary School.

**CALL FOR EXECUTIVE SESSION:**

**Board Action:** Motion by Councilwoman Sullivan, seconded by Councilman Paschkes, all voting aye to hold an Executive Session on Thursday, June 1, 2017 at 7:15 p.m. to interview candidates for the Recreation Commission.

**MINUTES: Acknowledge/correct/accept minutes of the Town Board meeting held on May 4, 2017**

**Board Action:** Motion by Councilwoman Schwartz, seconded by Councilwoman Sullivan, all voting aye to accept the minutes of the Town Board meeting held on May 4, 2017.

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**OLD BUSINESS: Continued discussion on Septic Grant Program**

At our April 6, 2017 Town Board meeting, Joan Arnold, ACE Program Coordinator, spoke to the Town Board about the Septic Repair/Replacement Program under the grant administered by ACE and funded by NYS Affordable House Corporation (AHC) to provide eligible homeowners with funding for septic repair/replacement. The residents on advanced Star will receive flyers explaining the program.

**RESOLUTION #: 78-17**

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

RESOLVED, that the Town Board hereby authorizes the flyers to be sent out to the approximate one hundred (100) residents who have advanced Star and expenditures associated with the mailing not to exceed one hundred (\$100) dollars.

**NEW BUSINESS:**

- **Pound Ridge Partnership-approval for Special Event Permit application for Harvest Festival and approval to hang the banner and use the Town bus**

Melinda Velez and James Best spoke on behalf of the Partnership regarding the application submitted to the Town Board for a Special Event Permit for their annual Harvest Festival that will be held on October 14, 2017 in the Pound Ridge Town Park. The Town Wide Party will be from 12:00 a.m. to 6:00 p.m. They have submitted a 2017 Pound Ridge Harvest Festival Alcohol Control Plan to the Town Board as requested by Chief David Ryan and the Town Board members. Supervisor Lyman will write a letter of support for the Pound Ridge Partnership's application for a liquor license for this event. They are also requesting permission to hang a banner across Westchester Avenue announcing the Harvest Festival. It will be hung no later than September 10, 2017 and will be taken down after the festival. The Committee is formally requesting use of the town bus to shuttle their event vendors and volunteers to the park.

**RESOLUTION #: 79-17**

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

RESOLVED, that the Town Board hereby approves the Special Event Permit application from Pound Ridge Partnership for the annual Harvest Festival that will be held on Saturday, October 14, 2017 from 2:00 p.m. to 6:00 p.m. subject to receiving the appropriate permits from the Department of Health and Certificates of Liability Insurance no later than two (2) weeks prior to the day of the event and satisfactory review by the Town Attorney. The Committee submitted an alcohol plan to Chief Ryan and the Town Board and it looks fine, AND BE IT

FURTHER RESOLVED, that the Town Board hereby authorizes the Supervisor to write a letter of support for the Pound Ridge Partnership's application for a liquor license for this event, AND BE IT

FURTHER RESOLVED, that the Town Board approves of the Pound Ridge Partnership hanging a banner across Westchester Ave. from September 10, 2017, AND BE IT

FURTHER RESOLVED, that the Town Board approves the use of the town bus to shuttle event vendors and volunteers to the Town Park.

- **Zoning-Proposed Amendment to the permitted uses allowed in the PB-B Zoning District**

Christopher Fisher, Cuddy & Feder, LLP, sent a memo to Supervisor Lyman May 4, 2017 on behalf of Roe Scott's Corner, LLC, owner of property in the Trinity Corners Shopping Center, proposing a zoning text amendment to Section 113-41 of the Zoning Code of the Town of Pound Ridge, to add private storage of automobiles within a building as a principally permitted use in the Planned Business B (PB-B) Zoning District. The PB-A Zoning District currently permits automobile uses. It was alleged by the applicant that the requested amendment is consistent with the Town's Comprehensive Plan that foresees uses within the Shopping Center as small-scale and supportive of the local business environment. They explained that it is not a commercial garage but a leased premise for private storage of the owner's collectible automobiles.

Councilman Paschkes had some concerns because it is a commercial entity that owns the property and looking to lease part of the building for private storage of automobile or possibly a "parking garage". It raises the question of possible "spot zoning". Mr. Fisher explained that it would not be spot zoning and actually be private storage, not a parking garage. He said he would reword the proposed amendment to emphasis that it is strictly for private storage of automobiles. Councilwoman Sullivan had a question about ingress

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and egress of the vehicles and Geoff Ringler, Property Manager Roeco, LLC, explained how the curbing was repositioned to allow the ingress/egress of vehicles without disturbing parking spaces.

**RESOLUTION #: 80-17**

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

RESOLVED, that the Town Board hereby refers the proposed amendments to include private automobile storage within a building as a permitted use in the PB-B Zoning District to the Planning Board for their review and recommendations at their June 2017 Planning Board meeting.

• **Discuss Goat Project**

The Conservation Board is looking for alternative ways to manage tough invasive plant sites around Pound Ridge; focusing on the Japanese knotweed plant through the use of goat grazing, instead of commonly used mechanical or chemical methods of management/removal. The Conservation Board reached out to the Recreation Commission asking them to approve/allow goats in the upper field at PRES to help with their project to eliminate invasive plants. The Recreation Commission granted permission to the Conservation Board contingent on the Recreation Commission's right to cancel the project in the event it creates a burden to the Recreation Commission or a safety issue to the public. It was discussed that all costs, seen and unforeseen, are not to be at the Recreation Commission's expense.

Carrie Sears, Conservation Board Chair and Mike Kagan, President of Pound Ridge Land Conservancy, discussed the project once again with the Town Board and explained that they have presented their project to the principal at Pound Ridge Elementary School, the School Board and the PTA. They will also alert the bordering land owners of the project to gain their support.

**RESOLUTION #: 81-17**

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

RESOLVED, that the Town Board hereby approves the goat project as presented subject to an acceptable contract approved by the Town Attorney and approval of the appropriate insurances naming the Town as additionally insured from the Spain Agency.

- **Highway Department- requesting permission to sell surplus equipment**

**RESOLUTION #: 82-17**

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

RESOLVED, that the Town Board hereby authorizes Vinnie Duffield, Highway Superintendent, to sell a Chevy Pickup Truck, Elgin Street Sweeper, Dodge mini-van, International flatbed truck and Jacobsen lawn mower with Auctions International.

- **Liaison Reports**

Town Board members gave an update as liaisons to their assigned Boards and Commissions. Councilwoman Sullivan shared what was discussed at the OEM meeting on Thursday morning regarding a plan of shared data between emergency organizations in Town. Michael Heifetz, Data Chief, explained that everyone can be “on the same page and up to date on any significant information”. The Pound Ridge Fire Department has committed to \$5,800 towards the cost of the software and the Pound Ridge Lions Ambulance Corps has been asked to commit to \$2,500 and OEM was asked to commit to \$2,000.

**RESOLUTION #: 83-17**

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

RESOLVED, that the Town Board hereby approves the expenditure of not to exceed two thousand (\$2,000) dollars towards the software from Data Chief to bring emergency information together with the various emergency organizations.

**FINANCIAL MATTERS:**

- **Recreation Department-requesting refund**

**RESOLUTION : 84-17**

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

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

Kay Lovig 77 Old Logging Rd. Pound Ridge, NY	A2025	\$300.0	overpayment of pool membership
Patricia McGovern 4 Woodland Road Pound Ridge, NY	A2001	\$875.00	camp registration and trips

• Finance Department – balance transfers

001-1010-415	Town Board	Advisory	\$12,400.00	
001-1110-100	Justice Court	Court Clerk	\$0.02	
001-1220-102	Supervisor	Confidential Secretary	\$0.04	
001-1220-400	Supervisor	Supplies	\$1,415.11	
001-1310-100	Finance	Director	\$0.01	
001-1310-103	Finance	Hourly	\$2,574.00	
001-1310-400	Finance	Supplies	\$57.33	
001-1310-405	Finance	Reimbursable	\$7.78	
001-1310-410	Finance	Professional Services	\$3,600.00	
001-1310-418	Finance	Software		\$5,000.00
001-1330-103	Tax Receiver	Clerical	\$703.50	
001-1355-405	Assessor	Reimbursable	\$2,047.91	
001-1355-103	Assessor	Clerical		\$9,000.00
001-1410-100	Town Clerk	Town Clerk	\$0.13	
001-1420-415	Town Attorney	Advisory	\$9,938.70	
001-1620-102	Maintenance	Admin	\$9,658.73	
001-1620-103	Maintenance	Salaries	\$20,728.69	
001-1620-107	Maintenance	Overtime		\$7,985.00
001-1620-201	Maintenance	Equipment		\$7,000.00
001-1620-400	Maintenance	Supplies	\$5,700.00	
001-1620-406	Maintenance	Repairs		\$7,800.00
001-1620-410	Maintenance	Professional Services		\$21,800.00
001-1620-419	Maintenance	Uniforms	\$900.00	
001-1440-415	Engineer	Advisory		\$126,000.00
001-1680-103	Shared Services	Wages		\$9,300.00
001-1680-205	Shared Services	Computers	\$1,800.00	

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001-1680-418	Shared Services	Maintenance	\$2,300.00	
001-1680-419	Shared Services	GIS	\$240.00	
001-1910-400	Insurance			\$13,000.00
001-1920-400	Municipal Assoc Dues	Dues	\$700.00	
001-1930-400	Judgement & Claims Office of Emergency			\$9,000.00
001-3010-400	Mgmt	Dept Supplies	\$500.00	
001-3020-400	Communications	Supplies	\$3,604.46	
001-3020-402	Communications	Telephone	\$2,270.80	
001-3020-201	Communications	Equipment		\$7,000.00
001-3120-103	Police	Wages	\$25,722.11	
001-3120-104	Police	Court Officer	\$108.62	
001-3120-107	Police	Overtime	\$14,615.77	
001-3120-201	Police	Equipment	\$1,628.40	
001-3120-204	Police	Vehicles	\$6,777.50	
001-3120-205	Police	Computers		\$3,800.00
001-3120-400	Police	Supplies	\$620.72	
001-3120-402	Police	Telephone	\$1,402.95	
001-3120-406	Police	Repairs	\$10,418.39	
001-3120-416	Police	Software	\$1,500.00	
001-3120-418	Police	Computer Maintenance	\$96.62	
001-3510-400	Control of Dogs	Supplies	\$110.00	
001-3620-100	Safety Inspections	Building Inspector	\$0.05	
001-3620-101	Safety Inspections	Asst Building Inspector	\$0.05	
001-5010-100	Highway Admin	Superintendent	\$0.11	
001-5010-400	Highway Admin	Dept Supplies	\$1,858.42	
001-5010-402	Highway Admin	Telephone	\$333.56	
001-5132-404	Highway Garage	Fuel		\$10,000.00
001-7020-400	Recreation	Supplies	\$926.83	
001-7020-402	Recreation	Telephone	\$67.39	
001-7020-405	Recreation	Reimbursable	\$147.64	
001-7110-103	Park	Wages	\$1,506.55	
001-7110-107	Park	Overtime	\$3,684.78	
001-7110-400	Park	Supplies	\$75.93	
001-7140-103	Recreation	Wages		\$17,000.00
001-7140-400	Recreation	Supplies	\$11,842.11	
001-7180-102	Pool	Lifeguards		\$4,800.00
001-7180-103	Pool	Wages		\$6,500.00
001-7180-107	Pool	Overtime	\$2,673.81	
001-7180-400	Pool	Supplies	\$4,687.16	
001-7180-402	Pool	Telephone	\$80.75	
001-7180-406	Pool	Maintenance	\$9,632.60	
001-7450-404	Museum	Fuel	\$373.41	
001-7620-103	Senior	Wages	\$63.93	
001-8010-102	Zoning	Salary		\$9,665.00
001-8010-405	Zoning	Reimbursements	\$200.00	
001-8020-102	Planning	Salary		\$467.00

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001-8020-410	Planning	Supplies	\$82.17	
001-8020-405	Planning	Reimbursements	\$300.00	
001-8030-410	Environmental	Professional Services		\$7,500.00
001-8090-400	Conservation	Supplies	\$3,510.92	
001-8540-103	Water Control	Hourly	\$10,132.58	
001-8710-102	Recycling	Coordinator	\$260.44	
001-8710-400	Recycling	Dept Supplies	\$862.81	
001-9010-8001	Retirement		\$41,380.00	
001-9030-801	Social Security		\$3,603.23	
001-9060-801	Medical		\$134,500.00	
001-9730-601	BAN Principal		\$2,500.00	
001-1990-400	Contingency			\$96,818.50
025-5650-403	Parking	Electric	\$468.53	
025-5650-410	Parking	Professional Services		\$468.50
<b>Totals</b>			<b>\$379,904.05</b>	<b>\$379,904.05</b>

015-5110-103	Road Maintenance - Salaries	\$17,817.87	
015-5110-404	Fuel		\$5,406.53
015-5130-107	Machinery - Overtime	\$2,602.40	
015-5140-103	Brush - Wages - Salaries	\$2,621.21	
015-5140-107	Brush - Wages - Overtime	\$8,927.41	
015-5140-406	Brush - Maintenance	\$230.00	
015-5142-103	Snow - Wages		\$27,000.00
015-5142-107	Snow- OT		\$16,000.00
015-9060-801	Medical	\$13,339.64	
015-9060-802	Dental		\$5,000.00
015-9010-801	Retirement	\$7,868.00	

<b>Totals</b>	<b>\$53,406.53</b>	<b>\$ 53,406.53</b>
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**RESOLUTION #: 85-17**

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

RESOVLED, that the Town Board hereby authorizes Steve Conti, Director of Finance, to make the above noted budget transfers for year-end 2016.

- **Receipt of monthly Departmental reports**

The monthly reports have been received for April 2017 and are available in the Town Clerk's office.



**Pay Bills:**

**RESOLUTION #: 86-17**

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

WHEREAS, Councilman Dow and Councilwoman Sullivan have audited the 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>\$58,621.28</b>
<b>HIGHWAY FUND</b>	<b>D</b>		<b>\$21,154.65</b>
<b>TRUST AND AGENCY</b>	<b>T</b>		<b>\$25,285.89</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 9:45 p.m.

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

**RESOLUTION #: 87-17**

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

WHEREAS, Councilman Dow and Councilwoman Sullivan have 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:

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<b>PARKING DISTRICT</b>	<b>ST</b>		<b>\$ 0</b>
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**ADJOURNMENT:** There being no further business to come before the Board Supervisor Lyman adjourned the Parking District meeting at 9:50 p.m.

Joanne Pace  
Dated at Pound Ridge, New York  
May 15, 2017