

MINUTES OF THE AUGUST 10, 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, 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:

ANNOUNCEMENTS:

- Supervisor Lyman announced that the bridge and hiking path near Fancher Road has become spongy and it was determined that the steel is corroded. New steel and materials have been ordered for the cost of approximately \$2,000 and the labor will be provided by our Highway personnel. For an additional \$2,500, it was discussed to put the flexi-pave back on the bridge as it helps keep it from getting slippery in wet weather. Supervisor Lyman looked into replacing the flexi-pave on the bridge near Bayberry Road at a later date as well and that cost is approximately \$6,000. The path would be closed for a couple of days so Supervisor Lyman will put out an e-mail blast and post signs when the bridge will be closed.

MINUTES: Acknowledge/correct/accept minutes of the Town Board Meeting held on July 13, 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 July 13, 2017.

NEW BUSINESS:

- **Discussion on Five Towns IMA**

Supervisor Lyman informed the Town Board of a grant application spearheaded by the County Office for Women and the Family Justice Center granting \$120K for training in lethality assessment for our respective police departments. This would include five (5) towns, Pound Ridge, Bedford, Lewisboro, Somers and North Salem. We need to rent space for the services offered for victim of domestic violence and abuse and the space has

been identified and would require each Town to put in \$5K per year for two years to rent the space. This would cover the \$25K/annum utilities included.

RESOLUTION #: 110-17

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

RESOLVED, that the Town Board hereby conceptually approve the funding of five thousand (\$5000) dollars per year for two years to rent space for training and use in the facility for services for domestic abuse, treatment, counseling and other similar services as compared to Southern Westchester depending upon the viable agreement with the other Towns willing to participate.

Westchester County Legislator Frances Corcoran attended the meeting and commended Supervisor Lyman and Chief David Ryan for their effort and support of this project. Supervisor Lyman is to be applauded in being able to find a location and make it happen.

- **Discuss IMA with North Salem and Lewisboro sharing highway equipment**

Supervisor Lyman received an IMA from Lewisboro Supervisor Peter Parsons that he and his Highway Superintendent would like to adopt mutually with Pound Ridge and North Salem to provide the exchange of labor and services of equipment belonging to the other from each town from time to time. This agreement will commence on the date hereof and shall expire December 31, 2022. There were some concerns with insurance coverage for the operators of the equipment as well as indemnifying the Towns. Conceptually it looks good, but there is the possibility of negligence of performance by the operator of that municipality. Counsel Harrington will review the IMA and clear it with our insurance carrier to confirm that they would extend the coverage to cover the types of indemnification.

- **Discuss IMA for OEM Grant**

Supervisor Lyman had our Town Attorney review the IMA for the OEM Damage Assessment Grant (DASNY) issued by New York State which will assist municipalities in the storm damage assessments to the NYS Electric and Gas (NYSEG) system during major weather events. The grant has been approved in the amount of \$125,000 for the Towns of Pound Ridge, Bedford, North Salem, Somers and Southeast to use to purchase necessary hardware and software to directly report to NYSEG. Pound Ridge will be receiving fifty thousand (\$50,000) dollars of the grant.

RESOLUTION #: 111-17

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

RESOLVED, that the Town Board hereby authorizes Supervisor Lyman to sign the Inter-Municipal Agreement described above for the OEM Damage Assessment Grant (DASNY) issued by New York State subject to review and approval by Town Counsel.

- **Building Department approval for new hire**

RESOLUTION #: 112 -17

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

RESOLVED, that the Town Board hereby ratifies the decision made in Executive Session to authorize James Perry, Building Inspector, to hire Rosemarie D'Arcy as a part time office assistant commencing immediately at the hourly rate of \$20.00 according to memo dated 7/21/2017 by Town Clerk.

- **Recreation Department Job Title change**

Patricia Marino, Recreation Assistant, was granted 55A status from Civil Service effective July 14, 2017. Her title will be changed to Senior Office Assistant-Recreation.

RESOLUTION #: 113-17

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

RESOLVED, that the Town Board hereby approves the title change for Patricia Marino from Recreation Assistant to Senior Office Assistant-Recreation effective July 14, 2017.

- **Pound Ridge Garden Club-request approval to use N2N bus**

The Pound Ridge Garden Club is asking permission to use the Pound Ridge Bus for a trip to Arthur Avenue and the NY Botanical Gardens in September from 4:30 p.m. to 10:30 p.m.

RESOLUTION #: 114 -17

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

RESOLVED, that the Town Board hereby authorizes the Pound Ridge Garden Club to use the Pound Ridge Town Bus for a trip to Arthur Avenue and Botanical Gardens on one of the following dates: Thursday, Sept 7, Thursday, Sept 14, Monday, Sept 18, Tuesday, Sept 19 or Thursday, Sept 28 from 4:30 p.m. to 10:30 p.m. provided they clear the availability of the bus and bus driver with the Recreation Department. They will pay the bus driver directly.

- **Discuss & review MUNI-audit agreement regarding Franchise & Cable**

Supervisor Lyman received an e-mail from Joseph Messina, CPA for Municipal Audit Services, LLC out of Port Washington, NY relating news about recoveries of franchise fees that are legally due to the Towns. He sent a standard engagement agreement for the Town Board to review. It basically states that MUNI will review the receipts from and reporting of Cable TV Companies to uncover any errors of payment of fees. MUNI will earn a fee of forty-five (45%) of any amounts that are recovered from prior years. There is no fee if MUNI is unable to recover historical revenue.

RESOLUTION #: 115-17

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

RESOLVED, that the Town Board hereby authorizes Supervisor Lyman to sign the agreement with Municipal Audit Services, LLC (MUNI) as described above and in letter dated August 4, 2017 subject to Town Attorney's review and approval and assuming there is no cost to the Town.

- **ADD-ON: Assessor-authorization to attend the annual conference**

Diane Briganti, Assessor, is requesting permission to attend the NYS Assessor's Association Annual Conference and Meeting in Lake Placid, NY, Sunday, October 1st to Wednesday, October 4, 2017.

RESOLUTION #: 116 -17

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

RESOLVED, that the Town Board hereby authorizes Diane Briganti, Assessor, to attend the NYS Assessor's Association Annual Conference and Meeting in Lake

Placed, NY, Sunday, October 1st to Wednesday, October 4, 2017. Expenses for lodging, meals, tuition, registration and travel are not expected to exceed \$1,300.00.

- **ADD-ON: Ratification of decision made in Executive Session**

RESOLUTION #: 117-17

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

RESOLVED, that the Town Board hereby ratifies the decision to hire two part time Police Officers, Steven M. Leone and Adam Grisanti effective immediately.

- **Liaison Reports**

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

FINANCIAL MATTERS:

- **Recreation Dept. refunds**

RESOLUTION #: 118 -17

Board Action: Motion by Councilwoman Sullivan, seconded by Councilman Paschkes, with Councilman Dow abstaining and motion passing 4-0 on the following:

RESOLVED, that the Town Board hereby authorizes the refund of five thousand five (\$5,005) dollars to ninety-one (91) campers for paid for a trip to Splashdown Park that was cancelled last minute due to bad weather, AND BE IT

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

Wendy Eagan trip 19 Knapp Road Pound Ridge, NY 10576	A2002	\$110.00	due to cancellation of
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Russell Tunick trip 1 Sherwood Road	A2002	\$55.00	due to cancellation of
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Board Action: Motion by Councilwoman Schwartz, seconded by Councilman Paschkes, motion carried 4-0 with Councilman Dow abstaining on the following:

WHEREAS, Councilman Dow 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

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