

MINUTES OF THE SEPTEMBER 6, 2018 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 KEVIN HANSAN; COUNCIL MEMBERS: DANIEL PASCHKES, JODY SULLIVAN, DAVID DOW AND DIANE BRIGGS

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

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

EXECUTIVE SESSION:

Board Action: Motion by Councilman Paschkes, seconded by Councilwoman Sullivan, all voting aye to hold an Executive Session at 6:00 p.m. on Thursday, September 20, 2018 at the Town House for a legal and personnel matter.

ANNOUNCEMENTS:

- Supervisor Hansan announced that our new website is up and running and encourages everyone to check it out. There is a lot of information to explore.
- Supervisor Hansan announced that there is Supervisor's Forum on Saturday, September 8, 2018 from 10:00 – 11:00 a.m. for Boards and Commissions Chairs and then a brunch will follow from 11:00 a.m. – 1:00 p.m. for all members of the Boards and Commission and everyone associated with the boards to thank them for their service.
- Supervisor Hansan announced that the 911 Ceremony will take place on Tuesday, September 11, 2018 at the Pound Ridge Fire House at 10:00 a.m.
- Supervisor Hansan reminded everyone of the last Food Truck event on Friday, September 14, 2018 from 5:00 -9:00 p.m. in Scotts Corner.
- Supervisor Hansan announced that the Pound Ridge Garden Club is scheduled to hold a Standard Flower Show titled "The Big Apple" on September 28-29, 2018 in Conant Hall.
- Supervisor Hansan announced that Pound Ridge has been awarded a grant by the Office on Violence Against Women at the U.S. Department of Justice for \$450,000. He thanked Chief David Ryan, Deputy Supervisor Ali Boak and former Supervisor Dick Lyman for all their help in getting this grant.

MINUTES: Acknowledge/correct/accept minutes of the Town Board meeting held on Thursday, August 2, 2018

Board Action: Motion by Councilwoman Sullivan, seconded by Councilman Paschkes, all voting aye to accept the minutes of the Town Board meeting held on Thursday, August 2, 2018.

NEW BUSINESS:

- **Town Clerk- request for promotional title for Senior Office Assistant-Police**

RESOLUTION #: 136-18

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

RESOLVED, that the Town Board hereby authorizes the promotional title for Caroline Meyer as Senior Office Assistant-Police. Her current title as typist has been eliminated from the Civil Service title list and she took and passed the required examination. Her title will be effective immediately.

-request for permission to advertise bidding of 2018-2019 Fuel Oil and Service contract

RESOLUTION #: 137-18

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

RESOLVED, that the Town Board hereby authorizes the Town Clerk to go to bid for the 2018-2019 Fuel Oil and Service Contract.

-Authorization of sale of cemetery plot

RESOLUTION #: 138-18

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

RESOLVED, that the Supervisor be and is hereby authorized to sell Town cemetery Plot #27 Section 3 to Evan Stark, 15 Laurel Road, Pound Ridge, NY 10576 in the amount of two thousand (\$2,000) dollars for two gravesites.

- **Finance Department – Budget Transfers for 2017**

Highway Fund

To

From

015-5110-400	Road Maintenance		\$2,500.00
015-5110-404	Fuel		\$12,006.00
015-5142-107	Snow- OT		\$18,000.00
015-9060-801	Medical	\$11,000.00	
015-9010-801	Retirement	\$9,000.00	
015-9730-601	BAN Principal	\$12,500.00	
015-9730-701	BAN Interest	\$6.00	

Totals		\$32,506.00	\$ 32,506.00
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General Fund

001-1010-400	Town Board	Dept Supplies	\$900.00	
001-1010-405	Town Board	Reimburseables	\$800.00	
001-1010-415	Town Board	Advisory	\$600.00	
001-1310-418	Finance	Software	\$2,000.00	
001-1330-103	Tax Receiver	Hourly	\$2,000.00	
001-1330-418	Tax Receiver	Software	\$3,000.00	
001-1410-410	Town Clerk	Professional Services	\$1,400.00	
001-1440-415	Engineer	Advisory	\$21,000.00	
001-1450-103	Elections	Hourly	\$100.00	
001-1620-201	Maintenance	Equipment	\$6,000.00	
001-1680-400	Shared Services	Dept Supplies	\$3,000.00	
001-1910-400	Insurance		\$6,000.00	
001-1930-400	Judgement & Claims		\$2,600.00	
001-9035-804	MCT		\$1,000.00	
001-3010-201	Office of Emerg Mgt	Equipment	\$1,500.00	
001-3010-400	Office of Emerg Mgt	Dept Supplies	\$1,500.00	
001-3120-107	Police	Overtime	\$41,000.00	
001-3120-406	Police	Repairs	\$10,000.00	
001-4310-400	Domestic Violence	Dept Supplies	\$5,000.00	
001-4510-410	Advanced Life Support		\$1.00	
001-5182-403	Street Lighting		\$500.00	
001-6772-400	N.E.W.		\$2,000.00	
001-7550-400	Celebrations	Dept Supplies	\$300.00	
001-8090-400	Conservation	Supplies	\$7,700.00	
001-8540-103	Water Control	Hourly	\$10,000.00	
001-9030-801	Social Security		\$700.00	
001-9050-801	Unemployment		\$600.00	
001-9710-701	Bond Interest			\$1.00
001-9730-701	BAN Interest		\$8.00	
001-7140-425	Recreation	Camp Trips		\$9,708.00
001-7180-102	Pool	Lifeguards		\$8,500.00
001-9040-801	Workers Comp			\$13,000.00
001-1990-400	Contingency			\$100,000.00
001-9010-801	Retirement		\$9,200.00	
001-9015-801	Police Retirement		\$8,900.00	

001-9730-601	BAN Principal	\$12,500.00	
001-9060-801	Medical	\$100,000.00	
001-001-3005	Mortgage Revenue		\$130,600.00
001-9060-801	Medical	\$95,000.00	
001-001-1090	Interest and Penalties		\$ 40,000.00
001-001-1120	Sales Tax		\$ 30,000.00
001-001-1170	Franchise		\$ 25,000.00
Totals		\$356,809.00	\$356,809.00

Transfers

001-0001-0909	FUND BALANCE UNRESERVED RESTRICTED FOR LAND OPEN	\$373,675.00	
001-0001-0890	SPACE		\$373,675.00

RESOLUTION #: 139 -18

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

RESOLVED, that the Town Board hereby authorize Steve Conti, Director of Finance, to make the appropriate 2017 Budget Transfers described above.

- **WaterWastewater Task Force- request to release RFP for Engineering Master Plan**

The members of the Water/Wastewater Task Force gave a proposal to the Town Board for Engineering Services for Scotts Corner in Pound Ridge, NY. They are asking permission to put out a Request for Proposal (RFP). Scotts Corner is the main commercial and retail area of Pound Ridge and has three planned business zones, PB-A, PB-B and PB-C. Many of the lots have antiquated wastewater treatment systems and have led to health code violations. The RFP is to develop a long-term wastewater treatment and disposal solution for the business district.

RESOLUTION #: 140-18

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

RESOLVED, that the Town Board hereby authorizes the Water/Wastewater Task Force Committee to put out the proposed RFP for Scotts Corner as described above. They were thanked for all their work on this project.

- **Maintenance- request to accept proposal to upgrade alarm system**

The alarm system at the Pound Ridge Park Maintenance Shed needs upgrading. The proposal for the upgrade from Attack Cat Security, Inc. is as follows:

Master Control Panel	\$ 400.00
Digital Communicator	\$ 310.00
Digital Control Station	\$ 250.00
Labor	\$ 400.00
Total	<u>\$1,360.00</u>

RESOLUTION #: 141-18

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

RESOLVED, that the Town Board hereby authorizes Attack Cat Security, Inc. to upgrade the alarm system at the Pound Ridge Town Park Maintenance Garage in the amount of \$1,360.00.

- **Request for authorization to purchase/install cameras for dumpsters**

Chief Ryan looked into two specific security camera systems for the Scott's Corners dumpsters. Lorex does not require monthly fees and NEST does require monthly fees. Both have adequate memory and DVR or Cloud capability to store 90 days' worth of data. The Lorex Security System by FLIR is \$1,178.00 for the system and \$400 for the electrical work. Refresh Smart Home would install a NEST system with a monthly fee of \$17.00 for service and storage. The upfront costs would be a bit cheaper and would require purchasing the NEST system.

RESOLUTION #: 142 -18

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

RESOLVED, that the Town Board hereby authorized the purchase of a security camera system from Lorex at the cost of \$1,178.00 for the system and \$400 for electrical work. This will be for installation behind Blind Charlie's Restaurant and Kitchen Table Restaurant.

- **Pound Ridge Partnership-request to approve Harvest Festival 2018**

Melinda Velez and Kevin Long were present 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 13, 2018 in the Pound Ridge Town Park. The Town Wide Party will be from 12:00 p.m. to 6:00 p.m. They have submitted a 2018 Pound Ridge Harvest Festival Alcohol Control Plan to the Town Board as requested by Chief David Ryan and the Town Board members. Supervisor Hansan 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, 2018 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 #: 143-18

Board Action: Motion by Councilman Paschkes, seconded by Councilwoman Briggs, 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 13, 2018 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, 2018 until the end of the event, 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.

- **Planning Board- Authorization of payment for Pace Land Use In-House Training**

RESOLUTION #: 144-18

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

RESOLVED, that the Town Board hereby authorizes the payment of two thousand five hundred (\$2,500) dollars to John Nolon, Pace University School of Law, who will be providing the training session to be held at the Town House, September 20, 2018. This is a budgeted item.

- **Energy Action Committee- presentation regarding HeatSmart Westchester**

Michel Rudolph, Energy Action Committee, said that the Towns of Bedford and Lewisboro have reached out to the Energy Action Committee to see whether Pound Ridge would be interested in partnering with them on an application to be a pilot community for the recently announced HeatSmart Westchester Program. This is a campaign similar to Solarize to promote heat pumps, geothermal and energy efficiency measures. The campaign would start in late October and last for 20 weeks. The Town of Lewisboro sent us their adopted Clean Heat Campaign Endorsement Resolution as a sample for Pound Ridge to adopt.

RESOLUTION #: 145 -18

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

RESOLVED, that the Town Board hereby adopts the following Clean Heat Campaign Endorsement Resolution:

WHEREAS, the reduction in the use of fossil fuels and increase in energy efficiency has environmental and economic benefits both locally and globally, and are primary goals within the [Town of Pound Ridge Climate Action Plan](#); and
WHEREAS, energy used for heating and cooling buildings accounts for about 32% of combustion related greenhouse gas emissions in New York State (source: [NYSERDA](#)); and
WHEREAS, high efficiency heat pump technologies are becoming more affordable and widespread; and
WHEREAS, energy efficiency measures can be beneficially combined with heat pump technologies to maximize economic and environmental benefits; and

WHEREAS, the building energy efficiency project “soft costs” such as customer acquisition and sales can be reduced by trusted brokers such as community based organizations and local governments through public education; and
WHEREAS, the [NYS Energy Research and Development Authority \(NYSERDA\)](#) is encouraging the adoption of renewable, clean heating and cooling technologies through it’s Clean Heating and Cooling Initiative; and
WHEREAS, the [Solarize model](#) for “soft cost” reduction has been successful in Bedford, Westchester, and elsewhere in New York and
WHEREAS, [Sustainable Westchester](#) has been awarded funding from NYSERDA to administer “[HeatSmart](#)” campaigns modeled after Solarize to assist communities to bringing “clean heating and cooling” technologies to Westchester communities; and
WHEREAS, Sustainable Westchester has issued a “Request for Information” (RFI), soliciting interest from communities which wish to participate in a clean heat campaign; and
WHEREAS, [Bedford 2020](#) has indicated an interest in leading an RFI submission for the [Town of Bedford](#), in partnership with the [Town of Lewisboro](#) and [Town of Pound Ridge](#);
THEREFORE, be it RESOLVED, that the Town of Pound Ridge endorses the goals of the NYSERDA Clean Heating and Cooling initiative and Town’s participation in the submission being prepared by Bedford 2020 on behalf of the Towns of Bedford, Lewisboro, and Pound Ridge.

- **Supervisor’s Office – request to adopt resolution regarding 77 Westchester Avenue**

Town Attorney, William Harrington, informed the Town Board that the Town is now in the position to take title to three properties in Pound Ridge following an *In Rem* foreclosure proceeding due to delinquent taxes. The Supervisor is being asked to execute the documents to formally transfer title from the Tax Receiver to the Town and record the executed deed with the County Clerk.

RESOLUTION #: 146-18

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

RESOLVED, that the Town Board hereby adopts the resolution as prepared by Counsel as follows:

WHEREAS, on July 20, 2011, the Town of Pound Ridge commenced an *In Rem* foreclosure proceeding by filing a List of Delinquent Taxes that included those properties in the Town of Pound Ridge (the “Town”) where the taxes remained delinquent; and

WHEREAS, In November 2016 the Town filed A Petition and Notice of Foreclosure in the Supreme Court of the State of New York, for the County of Westchester, and on December 28, 2017, an Amended Petition and Notice of Foreclosure was filed related to those parcels from the 2011 List of Delinquent taxes where the taxes remained unpaid; and

WHEREAS, in addition to the deeded owners, the Town noticed the parties with recorded liens and claims against title; and posted and published The Notice of the Amended Petition; and

WHEREAS, taxes remained delinquent for the following three parcels after the redemption date and return date of the Amended Petition:

1. Lot 9031-222: White Birch Road
2. Lot 9454-9: 77 Westchester Avenue
3. Lot 9456-37.11: Barnegat Road

and

WHEREAS, following the return date of the Amended Petition, an Order to Show Cause was filed with the Court and served on the record owners seeking summary judgment granting an Order permitting the Town to transfer ownership of these parcels from the Receiver of Taxes to the Town to satisfy the tax liens; and

WHEREAS, by Decision and Order dated June 14, 2018, the Hon. Charles D. Wood, Justice of the Supreme Court of the State of New York issued an Order directing the Town’s Receiver of Taxes to sign deeds transferring ownership of the three parcels to the Town of Pound Ridge in fee simple thereby extinguishing all other interests and/or claims against each property; and

WHEREAS, that Decision and Order being served with Notice of Entry on July 5, 2018; and

WHEREAS, the time to appeal the Decision and Order has now expired; it is hereby

RESOLVED, that the Receiver of Taxes be permitted to sign three separate Deeds transferring the property located at White Birch Road, 77 Westchester Avenue and Barnegat Road to the Town of Pound Ridge, and that the Receiver of Taxes and Town Supervisor, Kevin Hansan be permitted to sign such documents necessary for the

recording of such deeds, and that the Town take appropriate steps to take possession of such properties as of the date of this Resolution.

Dated: September 6, 2018

FINANCIAL MATTERS

- **Recreation Department-Authorization refund for trip fee**

RESOLUTION #: 147-18

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

RESOLVED, that the Town Board hereby authorizes the refund of sixty (\$60.00) dollars to Sarah Swanberg, 66 Alma Rock Road, Stamford, CT 06903 for a camp trip that was cancelled due to weather.

- **Receiver of Taxes – request to refund overpayment**

RESOLUTION #: 148-18

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

RESOLVED, that the Town Board hereby authorizes the refund of two hundred ninety dollars and thirty-three cents (\$290.33) to Elliot Coleman, 27 Old Logging Road, Bedford, NY due to overpayment of town taxes for 2018.

- **Water Control Commission – release of bond**

RESOLUTION #: 149 -18

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

RESOLVED, that the Town Board hereby authorizes the refund of two thousand five hundred (\$2,500) dollars to Brett Cooper, 3 Robin Hood Road, Pound Ridge, NY, Block 9031, Lot 84, Bond #2015-16 for interior construction and stairway addition within the wetlands regulated area. The work has been completed in accordance with the Code of the Town of Pound Ridge and the State of New York requirements

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MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF POUND RIDGE
POUND RIDGE, NY
September 6, 2018

ADJOURNMENT: There being no further business to come before the Board,
Supervisor Hansan adjourned the regular meeting at 8:40 p.m.

Joanne Pace
Dated at Pound Ridge, New York
September 7, 2018