

MINUTES OF THE MARCH 3, 2020 MEETING OF THE TOWN BOARD OF THE TOWN OF POUND RIDGE HELD AT THE POUND RIDGE TOWN HOUSE, 179 WESTCHESTER AVENUE, POUND RIDGE, NY, COMMENCING AT 8:00 PM

PRESENT: SUPERVISOR KEVIN HANSAN, COUNCILPERSON ALISON BOAK, COUNCILPERSON CARLA BRAND, COUNCILPERSON DIANE BRIGGS, COUNCILPERSON DANIEL PASCHKES

**ALSO PRESENT: DEPUTY SUPERVISOR LES MARON
TOWN CLERK ERIN TROSTLE**

NOT PRESENT: TOWN ATTORNEY WILLIAM P. HARRINGTON, ESQ

CALL TO ORDER: Supervisor Hansan called the meeting to order at 8:03 pm.

CALL FOR EXECUTIVE SESSION:

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Briggs, all voting aye, to hold an Executive Session on Tuesday, March 10, 2020, at 6:30pm to discuss a personnel matter.

CONFIRM ACTION TAKEN IN EXECUTIVE SESSION:

RESOLUTION: #51-20

Board Action: Motion by Councilperson Boak, seconded by Councilperson Briggs, all voting aye, on the on the following:

RESOLVED, that Bruce Kramer and Luther Peacock be appointed to the Board of Assessment Review with terms expiring in 2025.

ANNOUNCEMENT:

In conjunction with Westchester County, the Town of Pound Ridge is monitoring the Coronavirus (COVID-19) very closely along with our partners at the County Health Department and the EMS Division of the Department of Emergency Services. We will be taking precautions in all of our municipal facilities, and we encourage you to do the same at home. Additional information is posted on the Town website.

MINUTES: Acknowledge/correct/accept minutes of Town Board meeting of February 11, 2020.

Board Action: Motion by Councilperson Boak, seconded by Councilperson Brand, all voting aye, to accept the minutes of the Town Board meeting of February 11, 2020.

OLD BUSINESS:

RESOLUTION: #52-20

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

RESOLVED, that Recreation Superintendent David Goldberg is hereby authorized to hire Nu-Clear Swimming Pool Service, Inc., to repair the town pools at a cost of \$16,775.00.

NEW BUSINESS:

A. Assessor's Office – Authorization to post job listing for a part-time assessment clerk

RESOLUTION: #53-20

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

RESOLVED, that the Assessor is hereby authorized to post a job listing for a part-time assessment clerk.

B. Community Solar Program – Authorization to explore

RESOLUTION: #54-20

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

RESOLVED, that Councilperson Brand is hereby authorized to contact NYPA on behalf of the Town to explore the possibility of becoming a Community Solar site.

C. Conservation Board – Request to Hang Banner

RESOLUTION: #55-20

Board Action: Motion by Councilperson Briggs, seconded by Councilperson Boak, all voting aye, on the following:

RESOLVED, that the Conservation Board is hereby authorized to hang a banner for the Repair Café March 8-14, 2020.

D. Energy Action Committee – Update on electric vehicle (EV) charging station

On behalf of the Energy Action Committee, Michelle Rudolf recommended that the Town pursue installation of an EV charging station via ChargePoint as a Service (CPaaS). She asked that the Town finalize its agreement with the Fire District to facilitate that.

RESOLUTION: #56-20

Board Action: Motion by Councilperson Boak, seconded by Councilperson Briggs, all voting aye, on the following:

RESOLVED, that the agreement between the Town and the Fire District be accepted subject to the Fire District's agreeing to a five-year term.

E. Friends of Pound Ridge

- **Special Event Permit application for Earth Day/Puppypalooza**

RESOLUTION: #57-20

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

RESOLVED, that the Town Board hereby approves the Special Event Permit application by the Friends of Pound Ridge for the Earth Day Celebration and Puppypalooza to be held in the Town Park on April 25, 2020.

- **Request to hang banner for Earth Day/Puppypalooza**

RESOLUTION: #58-20

Board Action: Motion by Councilperson Boak, seconded by Councilperson Briggs, all voting aye, on the following:

RESOLVED, that the Friends of Pound Ridge be authorized to hang an Earth Day/Puppypalooza banner in Scotts Corners April 11-25, 2020.

- **Special Use Permit application for Drive-in Movie Night**

RESOLUTION: #59-20

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

RESOLVED, that the Town Board hereby approves the Special Event Permit application by the Friends of Pound Ridge for a Drive-In Movie Night, to be held in the parking lot at Pound Ridge Square on September 5, 2020.

F. Gunks Holding Corp. (Sunoco) – Special Use Permit application

On behalf of Gunks Holding Corp., which is seeking to lease the existing Sunoco station at 66 Westchester Avenue on a long-term basis, Scott Parker requested approval for a Special Use Permit to operate a snack shop. The lease is contingent on approval of the permit. Gunks would not prepare any food or beverages on site and would operate the gas pumps along with the snack shop. The bays would continue to be leased to the current operator on a month-to-month basis.

Gunks is proposing to operate the snack shop and gas pumps from 6:00am to 12:00am. Board members expressed concern that extended hours might impact nearby residential properties and that residents should be alerted to the plan. Councilperson Boak pointed out that the Town Code would allow operation only until 10:00pm.

RESOLUTION: #60-20

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Boak, the motion passed 4-0, with Councilperson Briggs abstaining, on the following:

RESOLVED, that the Town Board hereby accepts the Special Use Permit application from Gunks Holding Corp. to operate a snack shop at the Sunoco station at 66 Westchester Avenue and refers that application to the Planning Board for its recommendation and advice before making a final determination.

G. Pound Ridge Historical Society – Special Use Permit application for 2020 Time Capsule

Councilperson Paschkes pointed out that it will be important to make sure that there are no electrical or other underground wires near the excavation site, and Supervisor Hansan said that the Highway Department could do the excavation in consultation with Building Inspector Jim Perry.

Councilperson Boak noted that the part of the application related to the associated celebration is missing some information, such as the number of attendees expected. The Town Clerk will provide the Historical Society with the standard application form and will ask that the missing information be provided so that the Town Board can consider that part of the application at a future meeting.

RESOLUTION: #61-20

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Boak, all voting aye, on the following:

RESOLVED, that the Town Board hereby approves the Pound Ridge Historical Society's Special Use Permit application to bury a time capsule at the Town House, with the excavation to be done by the Highway Department in consultation with the Building Inspector.

H. Kahlo – Special Use Permit application for seasonal events

RESOLUTION: #62-20

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

RESOLVED, that the Town Board hereby approves Kahlo's application for seasonal community events from April through October 2020.

I. Landmarks and Historic District Commission – Stipend for commission members

RESOLUTION: #63-20

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

RESOLVED, that the Town Board hereby approves an annual stipend of \$500 for members of the Landmarks and Historic District Commission and \$900 for the chair, subject to confirmation from the Director of Finance that there are sufficient contingency funds.

J. Pound Ridge Business Association

- **Special Event Permit Application for two Sip, Shop & Dine events**

RESOLUTION: #64-20

Board Action: Motion by Councilperson Briggs, seconded by Councilperson Boak, all voting aye, on the following:

RESOLVED, that the Town Board hereby approves the Pound Ridge Business Association's Special Event Permit for Sip, Shop & Dine events from 6:00pm to 9:00pm on May 7 and December 3, 2020.

- **Special Event Permit Application for Second Saturdays**

RESOLUTION: #65-20

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

MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF POUND RIDGE
POUND RIDGE, NY
March 3, 2020

RESOLVED, that the Town Board hereby approves the Pound Ridge Business Association's Special Event Permit for Second Saturday events from 1:00 to 5:00pm on May 9, June 13, July 11, August 8, September 12, and October 10, 2020.

- **Special Event Permit Application for Vintage & Artisan Flea**

RESOLUTION: #66-20

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

RESOLVED, that the Town Board hereby approves the Pound Ridge Business Association's Special Event Permit for the Vintage & Artisan Flea from 10:00am to 4:00pm on September 6, 2020, with traffic diversion on Westchester Avenue from 8:00am to 5:00pm, subject to approval of the traffic diversion and parking plan by Police Chief David Ryan.

- **Special Event Permit Application for Halloween Walk**

RESOLUTION: #67-20

Board Action: Motion by Councilperson Boak, seconded by Councilperson Briggs, all voting aye, on the following:

RESOLVED, that the Town Board hereby approves the Pound Ridge Business Association's Special Event Permit for the Halloween Walk from 4:00pm to 6:00pm on October 31, 2020.

- **Special Event Permit Application for Holiday Tree Lighting**

RESOLUTION: #68-20

Board Action: Motion by Councilperson Briggs, seconded by Councilperson Boak, all voting aye, on the following:

RESOLVED, that the Town Board hereby approves the Pound Ridge Business Association's Special Event Permit for the Holiday Tree Lighting on December 5, 2020.

K. Pound Ridge Fire Department – Request to place recruitment signs

RESOLUTION: #69-20

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

RESOLVED, that the Pound Ridge Fire Department is hereby authorized to place recruitment signs at intersections for one to two weeks on a quarterly basis.

L. Recreation Department – Authorization to pay Pool and Day Camp staff

Councilperson Paschkes noted that an EMT can serve as the camp nurse.

RESOLUTION: #70-20

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

RESOLVED, that the Recreation Department is hereby authorized to pay Pool and Day Camp staff at budgeted rates.

M. Supervisor – Authorization to execute covenants and agreement regarding Knob Hill Subdivision

The Planning Board recommended release of bonds for the subdivision subject to recording of covenants against undeveloped lots in the subdivision. Since the bonds have been released, the Supervisor needs to agree that the covenants be recorded against the undeveloped lots.

RESOLUTION: #71-20

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

RESOLVED, that the Supervisor be authorized to sign the Covenants and associated TP-584 forms to record covenants against undeveloped lots in the Knob Hill Subdivision.

N. Town Clerk – Authorization to amend minutes

RESOLUTION: #72-20

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Boak, all voting aye, on the following:

RESOLVED, that the Town Clerk be authorized to correct the minutes of January 21 and February 7 to correct the terms of board and commission members as follows:

Conservation Board	Jodi Elkins-Desforges	term expiring 2021
Recreation Commission	Dan McDonald	term expiring 2026
Zoning Board of Appeals	Robert Knorr	term expiring 2022
	Lisa Smith	term expiring 2024

O. Water Control Commission – Bond release

RESOLUTION: #73-20

Board Action: Motion by Councilperson Boak, seconded by Councilperson Paschkes, all voting aye, on the following:

RESOLVED, that the Town Board authorizes the release of Water Control Commission Bond #1990-16 for 29 Colonel Sheldon Lane in the amount of \$1,500.00.

P. Water/Wastewater Task Force – Request to extend access agreement

RESOLUTION: #74-20

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

Page No. 10
MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF POUND RIDGE
POUND RIDGE, NY
March 3, 2020

RESOLVED, that Water/Wastewater Task Force is hereby authorized to extend the access agreement for Parcel #9820-16 to July 1, 2021, in order to conduct site testing.

ADJOURNMENT: There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 9:35 pm.

Erin Trostle, Town Clerk
Dated at Pound Ridge, New York
March 6, 2020