

MINUTES OF THE APRIL 7, 2020 MEETING OF THE TOWN BOARD OF THE TOWN OF POUND RIDGE HELD VIA VIDEOCONFERENCE, COMMENCING AT 8:00 PM

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

**ALSO PRESENT: COUNTY EXECUTIVE GEORGE LATIMER
COUNTY LEGISLATOR KITLEY COVILL
ASSISTANT DIRECTOR OF INTERGOVERNMENTAL RELATIONS ELLEN HENDRICKX
DEPUTY SUPERVISOR LES MARON
TOWN ATTORNEY WILLIAM P. HARRINGTON
TOWN CLERK ERIN TROSTLE**

CALL TO ORDER: Supervisor Hansan called the meeting to order at 8:05 pm.

MINUTES: Acknowledge/correct/accept minutes of Town Board meeting of March 3, 2020.

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Brand, all voting aye, to accept the minutes of the Town Board meeting of March 10, 2020 as amended.

NEW BUSINESS:

A. County Executive - COVID-19 Update

County Executive George Latimer announced that Pound Ridge has the lowest number of positive COVID-19 diagnoses in Westchester County, with 6 reported cases, though the actual number is likely slightly higher. The county-wide total is 14,804. Approximately 1000 Westchester residents are hospitalized, and 283 have died.

Efforts are underway to expand testing and hospital capacity, including setting up temporary hospital facilities at the Westchester County Center. The County Executive also described efforts to ensure that sufficient personal protective equipment is available to healthcare workers, first responders, and others. Many County parks where people are likely to congregate have been closed, but parks with hiking trails and golf courses remain open.

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Councilperson Brand commended the decision to leave some parks open for recreation. Supervisor Hansan reported that in order to help Lewisboro keep the Ward Pound Ridge Reservation open, the Pound Ridge Ambulance Corps is responding to calls from the Reservation and that the Pound Ridge Police Department is assisting with patrols.

Councilperson Boak inquired about the status of the county court system. County Executive Latimer indicated that the court system is shut down with the exception of a very few critical matters. Councilperson Paschkes reported that courts are closed statewide and are conducting essential business only on an emergency basis. No new matters are being taken, and statutes of limitations have been tolled. Videoconferencing of pending matters will likely begin soon.

County Legislator Kitley Covill confirmed that the courts are responsive to emergency situations such as domestic violence and that it is possible to initiate these matters via video.

County Legislator Covill also remarked on widespread confusion regarding landscaping companies. She emphasized that the Pound Ridge model of “one guy, one truck, one lawn” is the only permissible scenario.

County Executive Latimer and Assistant Director of Intergovernmental Relations Hendrickx left the meeting at approximately 8:35 pm.

B. Town Board – COVID-19 Discussion

Supervisor Hansan reported that the number of staff in the Town House has been reduced. The Town House is closed to public access, and staff not physically present are working from home. The Highway Department is working on alternating shifts. The Receiver of Taxes is working on site.

The Town House was closed for a thorough cleaning on April 7, 2020. After two police officers tested positive for Covid-19, the Police Department had to be cleaned, and it was determined that it was in everyone’s best interest to clean the Town House, the Maintenance Department, and the Highway Department kitchen at the same time.

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Email updates are being sent out from the Supervisor's office several times a week with information on self-reporting, social distancing, and various services such as mental health hotlines.

The Supervisor continues to stay in close contact with the County Executive and other supervisors and with Northern Westchester Hospital via regular conference calls.

Sadly, one Pound Ridge resident has succumbed to complications of COVID-19 while out of state. She was also out of state at the time of her diagnosis and throughout the entire course of her illness.

The Transportation Enhancement Project (TEP) continues, but NYS DOT has delayed the Route 137 paving project until mid-May.

The Market at Pound Ridge Square has implemented delivery and curbside pickup with the help of many volunteers.

Councilperson Briggs encouraged residents to complete Census 2020 online. She also encouraged residents be sure to dispose of gloves and masks properly and to consult the CDC website if they have concerns about COVID-19 and pets.

Supervisor Hansan reiterated that the Executive Order does not allow multi-person landscaping crews to perform work at private residences. Councilperson Boak noted that there may be confusion because other municipalities have allowed this practice. Supervisor Hansan said that Connecticut is also allowing it; however, the New York State directive clearly allows only one person in one truck to work on a property at any one time. Violations can result in a \$10,000 fine.

County Legislator Covill left the meeting at approximately 8:55 pm.

C. Gunks Holdings Corp. – Special Use Permit Application

Scott Parker appeared on behalf of Gunks Holdings Corp. in support of its application for a Special Use Permit to operate a snack shop at the Sunoco gas station at 66 Westchester Avenue. The Board first considered the application at

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its March 10, 2020 meeting but then referred it to the Planning Board, which has reviewed the application and recommends the following:

- Hours of operation no later than 10:00 pm
- Simplified signage consistent with the submitted sketch
- No new or additional lighting
- Inclusion in the permit of the proposed list of goods to be offered for sale
- A requirement that any additional expansion of the facility as a convenience store be reviewed as a new application that would include a site plan and parking analysis

Mr. Parker had not previously received a copy of the Planning Board memo. Councilperson Paschkes summarized the recommended restrictions listed above and pointed out that the memo should not be construed as endorsing an expanded store. Mr. Parker said he had no objection to the conditions.

Councilperson Brand, who attended the Planning Board meeting as liaison, stated that she agrees with the Planning Board recommendation and that it accurately reflects the discussion that took place.

Councilperson Briggs attended the Planning Board meeting as a resident and a neighbor. She noted that changing the hours of operation to no later than 10:00 pm addresses the primary concern of nearby residents.

RESOLUTION: #88-20

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

RESOLVED, that the Gunks Holdings Corp.'s Special Use Permit application is hereby approved subject to amendment in accordance with the recommendations of the Planning Board as articulated in its memo dated March 21, 2020.

D. Town Clerk – Request to Accept Highway Bids

Town Clerk Erin Trostle presented the bid results as summarized by Highway Superintendent Vinnie Duffield. Some items received only one bid. Councilperson Paschkes pointed out that in the past, the Town has often rebid items under such circumstances. The consensus was that it would be preferable to

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solicit additional bids rather than going ahead with accepting the bids that have been received to date.

E. Water Control Commission – Release of Bond

RESOLUTION: #89-20

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

RESOLVED, that the Town Board hereby approves the release of Water Control Commission Bond #1996-10 in the amount of \$3,000 to the US Summit Corporation.

ADJOURNMENT: There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 9:10 pm.

Erin Trostle, Town Clerk
Dated at Pound Ridge, New York
April 13, 2020