

**MINUTES OF THE SEPTEMBER 1, 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: DEPUTY SUPERVISOR LES MARON  
TOWN ATTORNEY WILLIAM P. HARRINGTON  
TOWN CLERK ERIN TROSTLE**

**CALL TO ORDER:** Supervisor Hansan called the meeting to order at 8:01 pm.

**EXECUTIVE SESSION:** Supervisor Hansan called for an executive session at 6:00 pm on September 8, 2020. The executive session will be followed by a work session at 7:00 pm.

**Board Action:** Motion by Councilperson Boak, seconded by Councilperson Briggs, all voting aye, to hold an executive session at 6:00 pm on September 8, 2020.

**ANNOUNCEMENTS:**

- Supervisor Hansan that NYSEG's response to widespread outages caused by recent storms had been exemplary, but also that restoration of Internet service by Altice/Optimum/Cablevision and Verizon had been far too slow. Municipal leaders will continue to pressure Internet providers to improve their outage response and communications in the future.
- The Town House will be a site for early voting October 24 through November 1, 2020. Westchester County voters may choose to vote at the town or at any of the other sixteen early voting sites throughout the county.
- If you still have not responded to Census 2020, please do so to avoid home visits by census workers.
- There will be a socially distanced in-person September 11 memorial ceremony at the firehouse.
- The pool continues to be open daily through Labor Day. Following Labor Day, it will be open weekends only, noon to 5:00pm.
- The Pound Ridge Partnership is presenting another Movie @ the Market on Friday, September 4, 2020.

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**MINUTES: Acknowledge/correct/accept minutes of Town Board meeting of September 1, 2020.**

**Board Action:** Motion by Councilperson Paschkes, seconded by Councilperson Briggs, all voting aye, to accept the minutes of the Town Board meeting of September 1, 2020.

**OLD BUSINESS:**

**A. Proposed Revisions to Cemetery Rules and Regulations**

**RESOLUTION: #148-20**

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

RESOLVED, that the Board hereby approves the following revised version of the Pound Ridge Cemetery Rules and Regulations:

**POUND RIDGE CEMETERY RULES & REGULATIONS**

1. The Cemetery is for deceased human burials only.
2. Further sales of plots shall be limited to Pound Ridge residents, former residents and/or their next of kin. For purposes of these rules and regulations, next of kin shall be defined as spouse, parents, parents-in-law or children of a Pound Ridge resident or former resident.
3. Deeds to unused plots shall be transferable only to the Town of Pound Ridge with the repurchase price in such case to be the original purchase price but in no case less than \$150.00 per lot.
4. A list of plot purchase prices, as the same may be from time to time amended by the Town Board, shall be maintained at the offices of the Town Supervisor and the Cemetery Commissioner and available for public inspection.
5. Where a plot is to be used for the interment of cremation remains non-permeable urns are to be used. A single gravesite shall be limited to urns in one family group, with a maximum of four (4) urns per gravesite.
6. Where a plot is to be used for traditional interment, no more than one traditional interment is permitted for each individual gravesite. However, an

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individual gravesite that is used for a traditional interment may also be used for interment of cremation remains, with a maximum of one (1) urn permitted in addition to the traditional interment.

7. With the exception of cremation remains, all interments require outer cases or liners which shall be of concrete or equivalent, constructed of not more than two (2) pieces and approved by the Cemetery Commissioner. Such liners may have perforations.
8. All grave openings and closings, burials and removals, foundations, headstones, plantings and markers shall be subject to the approval of the Cemetery Commissioner and in accordance with local, New York State and Federal laws. Headstones shall be discouraged by the Commissioner in the central area and grass markers used. When headstones are permitted, there shall be one (1) only per 3-1/2 foot wide by 9 long gravesite. No mausoleums, vaults or aboveground burial shall be permitted.
9. Drawings of proposed memorials, showing dimensions, shape, inscriptions and material used (granite or bronze preferred) of neat, safe and sound design, are subject to the approval of the Cemetery Commissioner.
10. The following dimensions have met with the approval of the Cemetery Commissioner:

(1) INDIVIDUAL GRAVESITE

Headstone and Monolith:

- (a) Maximum preferred dimension: 24 inches long by 14 inches wide by 30 inches high.
- (b) Minimum preferred dimension: 12 inches long by 12 inches wide (headstone) or by four inches wide (monolith) by 12 inches high.
- (c) All dimensions refer to above ground measurements.
- (d) Headstones and markers provided to eligible veterans by the National Cemetery Administration are exempt from the foregoing preferred dimension limitations.

Memorial Plaque:

Minimum preferred dimension: 24 inches long by 12 inches wide by four inches thick.

(2) PLOT (TWO GRAVESITES)

Headstone and Monolith:

- (a) Maximum preferred dimension: 48 inches long by 14 inches wide by 30 inches high.
- (b) Minimum preferred dimension: 12 inches long by 12 inches wide (headstone) or by four inches wide (monolith) by 12 inches high.
- (c) All dimensions refer to above-ground measurements.

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Memorial Plaque:

Minimum preferred dimension: 48 inches long by 12 inches wide by four inches thick.

11. All persons and contractors are responsible to the Town for good workmanship and possible damages.
12. The Town reserves the right to enter and remove detrimental, dangerous, unsightly or inconvenient plantings, decorations, structures or objects from any plot.

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In the event that any person owning a cemetery plot in the Town Cemetery should dispute these rules and regulations, said person has the right of appeal for relief from these regulations, as enforced by the Cemetery Commissioner, by petitioning the Cemetery Advisory Committee for a hearing.

Said Cemetery Committee shall consist of the Cemetery Commissioner, the Town Supervisor or his or her delegate from the Town Board, a Planning Board member and two at-large members appointed by the Town Board who shall act within the confines of New York State, federal and any local laws. Majority rule shall apply.

**B. Standard Workday Resolution**

The Board will revisit this at the September 8, 2020 meeting.

**NEW BUSINESS:**

**A. Town Clerk**

- **Approval for Pound Ridge Partnership's amended Special Use Permit application**

**RESOLUTION: #149-20**

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

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RESOLVED, that the Board hereby approves the Pound Ridge Partnership's amended Special Use Permit application for a Movie @ the Market to be held on September 4, 2020.

- **Approval for Pound Ridge Business Association's Special Use Permit application**

**RESOLUTION: #150-20**

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

RESOLVED, that the Board hereby authorizes the Pound Ridge Business Association's Special Use Permit application for a temporary art installation at 77 Westchester Avenue.

**B. Assessor**

- **Approval for online attendance at NYS Assessors Association Conference**

**RESOLUTION: #151-20**

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

RESOLVED, that the Board hereby authorizes Tax Assessor Diane Briganti to approve the New York State Assessors Association online conference October 5-6, 2020.

- **Approval for part-time temporary help**

**RESOLUTION: #152-20**

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

RESOLVED, that the Board hereby authorizes Tax Assessor Diane Briganti to hire part-time temporary help.

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**C. Building Department – Approve new fee for departmental search requests from title companies**

**RESOLUTION: #153-20**

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

RESOLVED, that the Board hereby authorizes the Building Department to charge title companies a \$50 fee for departmental searches including up to one certificate of occupancy and an additional \$25 for each additional certificate of occupancy.

**D. Recreation – Approval of refund**

**RESOLUTION: #154-20**

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

RESOLVED, that the Board hereby authorizes the refund of \$250 for a family pool membership to Brett Parker of 27 Kitchawan Road, Pound Ridge.

**E. Supervisor**

- **Approval of bids for building demolition and site excavation at 77 Westchester Avenue**

**RESOLUTION: #155-20**

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

WHEREAS invitations to bid for building demolition, site excavation, and a Remedial Action Work Plan for 77 Westchester Avenue were duly advertised, and

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WHEREAS said bids were received and opened on August 20, 2020, with the bid amounts for the above referenced project summarized below, NOW THEREFORE, BE IT

RESOLVED, that upon the recommendation of Pitingaro & Doetsch Consulting Engineers, the bids for building demolition and site excavation are awarded to AC&S Excavating Contractors Inc., 10 Trinity Pass, Pound Ridge, NY 10576, in the amount of \$78,400, AND BE IT

FURTHER RESOLVED, that upon the recommendation of Pitingaro & Doetsch Consulting Engineers, the bid for a Remedial Action Work Plan is not awarded at this time.

BIDS RECEIVED

Building Demolition

AC&S Excavating Contractors Inc.	\$53,000
American Petroleum Equipment & Construction	\$68,895
Tucci Mar Inc.	\$88,000
Yannuzzi Group Inc.	\$159,838

Site Excavation

AC&S Excavating Contractors Inc.	\$25,400
American Petroleum Equipment & Construction	\$29,950
Yannuzzi Group Inc.	\$44,385

Remedial Work Action Plan

American Petroleum Equipment & Construction	\$40,687
Yannuzzi Group Inc.	\$83,996

• **Approval of Verizon's amended Special Use Permit Application**

Verizon is seeking permission to replace some equipment on the cell tower at the Ambulance Corps building in order to enhance performance and increase capacity.

**RESOLUTION: #156-20**

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

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RESOLVED, that the Board hereby authorizes Verizon's Special Use Permit application to update equipment on the cell tower at the Pound Ridge Volunteer Ambulance Corps building.

**F. Town Clerk**

- **Approval of repurchase of cemetery plot**

**RESOLUTION: #157-20**

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

RESOLVED, that the Board hereby authorizes the repurchase of Plot 108-B, Section 2 (two gravesites) from Gabriel Pall of 34 Whittakers Mill, Williamsburg, VA 23185, for \$700.

- **Approval of sale of cemetery plot**

**RESOLUTION: #158-20**

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

RESOLVED, that the Board hereby authorizes the sale of Plot 10-2, Section 3 (one gravesite), to Sally R. Semonite, of 96 Eastwoods Road, Pound Ridge, for \$1,000.

**G. Police – Review of NYS Police Reform and Reinvention Collaborative**

The Town is required to submit a reform plan to New York State for approval by April 2021. Police Chief David Ryan noted that many of the required elements of such a plan are things that the Pound Ridge Police Department has already implemented, so this task is not as overwhelming for Pound Ridge as it may be in other municipalities. There is a requirement to form a committee. Chief Ryan has seven recommendations for committee members who would offer a variety of perspectives on police reform. He noted that he



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would like to update our use-of-force policy using the policy implemented by Camden, NJ as a model.

Supervisor Hansan stressed the importance of making the process transparent and incorporating as much feedback from the community as possible. Because the work plan does not specify how to seek community input, the board will need to provide guidance on how to convene stakeholders.

Chief Ryan noted that this mandated will require an increase in the Police Department training budget, for example, additional mental health training and additional de-escalation training. It will also be necessary to purchase redaction software to obscure faces in body camera video.

**RESOLUTION: #159-20**

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

RESOLVED, that the Board hereby creates an ad hoc committee, whose composition will be determined at a later date, to study and implement police reforms as mandated by the State of New York.

**ADJOURNMENT:** There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 9:41 pm.

Erin Trostle, Town Clerk  
Dated at Pound Ridge, New York  
September 7, 2020