

MINUTES OF THE FEBRUARY 7, 2023 MEETING OF THE TOWN BOARD OF THE TOWN OF POUND RIDGE HELD AT 179 WESTCHESTER AVENUE, POUND RIDGE, NEW YORK, AND VIA ZOOM VIDEOCONFERENCE, COMMENCING AT 8:00 PM

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

ALSO

PRESENT: TOWN ATTORNEY WILLIAM HARRINGTON (via Zoom videoconference)
DEPUTY SUPERVISOR LES MARON (via Zoom videoconference)
TOWN CLERK ERIN TROSTLE

I. CALL TO ORDER OF REGULAR MEETING

Supervisor Hansan called the meeting to order at 8:21 pm.

II. ANNOUNCEMENTS

- The Recreation Department's Neighbor 2 Neighbor program will host its annual Project Cupid luncheon for seniors on Sunday, February 12. Meals can be delivered to your door or picked up at Conant Hall between 2:00 and 4:00 pm.
- The Recreation Department has openings for counselors to work at the town day camp this summer.

III. MINUTES

Board Action: Motion by Councilperson Boak, seconded by Councilperson Briggs, all voting aye, to approve the minutes of the January 3, 2023 Town Board meeting.

IV. OLD BUSINESS

A. Town Board – Ratify decisions made in Executive Session

RESOLUTION 32-23

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

RESOLVED, that the Town Board hereby ratifies the decision made in Executive Session to resolve the Mendelson lawsuit.

**MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF POUND RIDGE
POUND RIDGE, NY
FEBRUARY 7, 2023**

RESOLUTION 33-23

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

RESOLVED, that the Town Board hereby ratifies the decision made in executive session to increase David Hintz's salary by \$5,000.00 annually to reflect his increased responsibilities.

B. Supervisor's Office – Presentation of proclamation to Richard Hooker

The Town Board presented a proclamation to Richard Hooker on the occasion of his retirement in recognition of and in appreciation for his twenty-five years of service to the Town as a member of the Highway Department.

C. Assessor – Discussion of possible exemption changes

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Briggs, all voting aye, to call for a public hearing at 8:00 pm on Tuesday, February 7, 2023, regarding changes to real property tax exemptions for senior citizens and persons with disabilities.

RESOLUTION 34-23

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

RESOLVED, that the Town Board hereby approves the expenditure of \$1,115.00 to engage Ross Mailing Services Inc. to produce and mail postcards to all owners of residential property in town notifying them of changes to real property tax exemptions for seniors and persons with disabilities.

Board Action: Motion by Councilperson Boak, seconded by Councilperson Briggs, the motion passing 4–0 with Councilperson Paschkes abstaining, to call for a public hearing at 8:00 pm on Tuesday, February 7, 2023, regarding changes to the real property tax exemption for volunteer firefighters and volunteer ambulance workers.

**MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF POUND RIDGE
POUND RIDGE, NY
FEBRUARY 7, 2023**

V. NEW BUSINESS

A. Town Board – Declare Town Board Lead Agent under SEQRA with respect to construction of accessible courtroom entrance

RESOLUTION 35-23

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

RESOLVED, that the Town Board hereby declares itself lead agency under SEQRA with respect to construction of the accessible courtroom entrance.

RESOLUTION 36-23

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

WHEREAS the Town of Pound Ridge proposes to construct an ADA-compliant exterior entrance to the courtroom at the existing Town of Pound Ridge Town House; AND

WHEREAS Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQRA) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law; AND

WHEREAS the “construction or expansion of a primary or accessory/appurtenant nonresidential structure of facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or use variance and consistent with local land use controls” is identified in Section 617.5(c)(9) and is therefore not subject to environmental review under the Environmental Conservation Law; AND

WHEREAS the construction of an ADA-compliant exterior entrance to the courtroom at the Town of Pound Ridge Town House consists of the expansion of a nonresidential structure involving less than 4,000 square feet of gross floor area not involving a change in zoning or a use variance and consistent with local land use controls; NOW THEREFORE BE IT

RESOLVED that the Town of Pound Ridge hereby determines that the construction of an ADA-compliant exterior entrance to the courtroom at the Town House is a Type II action in accordance with 6 NYCRR Section 617.5(c)(9) and is therefore not subject to further review under 6 NYCRR 617.

**MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF POUND RIDGE
POUND RIDGE, NY
FEBRUARY 7, 2023**

B. Town Clerk

1. Approve sale of cemetery plot

RESOLUTION 37-23

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

RESOLVED, that the Town Board hereby approves the sale of Plot 264 in Section 3 of the Pound Ridge Cemetery to former Pound Ridge resident Ray Solomon, of 5 Renaissance Square, Apartment 18A, White Plains, NY 10601, at a price of \$2,000.00.

2. Approval for special use permit for Pound Ridge Tennis Club

RESOLUTION 38-23

Board Action: Motion by Councilperson Boak, seconded by Councilperson Paschkes, the motion passing 4–0 and Supervisor Hansan abstaining, on the following:

RESOLVED, that the Town Board hereby approves a change to the Special Use Permit for the Pound Ridge Tennis Club whereby the maximum number of members is increased from 150 to 200.

3. Authorization for purchase of accessible door and hardware and approval for change order to include installation cost

RESOLUTION 39-23

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

RESOLVED, that the Town Board hereby authorizes the purchase of an ADA-compliant door and associated hardware from Ring’s End at a total cost of \$8,736.00, AND BE IT FURTHER

RESOLVED, that the Town Board hereby approves a change order in the amount of \$550.00, which represents the installation of the aforementioned door and hardware, to the construction bid awarded to Mosolino Building and Development at the November 10, 2022 Town Board meeting.

**MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF POUND RIDGE
POUND RIDGE, NY
FEBRUARY 7, 2023**

4. Approval for special event permit application for Food Truck Fridays

RESOLUTION 40-23

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 Pound Ridge Partnership for Food Truck Fridays, to be held on May 19, June 16, July 21, August 18, and September 15, 2023, on the condition that the Partnership consults in advance with the Police Department and the Economic Development Committee if it wishes to expand the location beyond the Barnwell Center to the Village Green.

C. Maintenance Department – Discussion of Town Park pump house repairs

Maintenance Supervisor Jonah Maddock presented three options for repairing and/or upgrading equipment in the Town Park pump house. The work would be done by American Pump, the vendor previously awarded the 2023–2024 well work bid. The matter was tabled until the February 14, 2023, pending the availability of additional information regarding possible funding sources.

D. Planning Board

1. Approve payment for land use seminar

RESOLUTION 41-23

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

RESOLVED, that the Town Board hereby authorizes the payment of \$3,000.00 to Pace University School of law for a four-hour training session for Planning and Zoning Board members, to be conducted by Jessica Bacher, of the Pace University Land Use Law Center, on Tuesday, February 28, 2023, at the Town House.

2. Approve modification to T-Mobile special use permit

RESOLUTION 42-23

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

RESOLVED, that the Town Board hereby approves the proposed T-Mobile modifications to the wireless services facility at 29 Adams Lane, Pound Ridge, New York, pursuant to the recommendation of the Planning Board and the memorandum by consultant Douglas Fishman dated December 27, 2022.

E. Receiver of Taxes

1. Approval for conference expenses

RESOLUTION 43-23

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

RESOLVED, that the Town Board hereby authorizes Receiver of Taxes Drifa Segal to attend the 2023 Association of Towns Annual Meeting and Training School at a cost not to exceed \$1,400.00.

2. Approval for refunds

RESOLUTION 44-23

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

RESOLVED, that the Town Board hereby approves the following refunds:

<u>Parcel</u>	<u>Payee</u>	<u>Amount</u>	<u>Reason</u>
9031-162	Robert Shapiro	\$8,301.00	duplicate payment
9317-85	Ruediger Albers	\$130.05	overpayment
9031-21	Huguette Sinis	\$32.34	overpayment

**MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF POUND RIDGE
POUND RIDGE, NY
FEBRUARY 7, 2023**

F. Recreation

1. Approval for summer staff pay rates

RESOLUTION 45-23

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

RESOLVED, that the Town Board hereby approves the following pay rates for summer staff, as budgeted:

Day Camp Directors	\$42,703.00 total
Arts/Crafts/Sports Directors	\$3,300.00–\$4,824.00 each
Medical Director	\$4,000.00–\$6,500.00 each
Head Counselors	\$2,610.00–\$3,654.00 each
Counselors	\$2,610.00–\$3,132.00 each
Musical Entertainers	\$300.00–\$900.00 each
Specialists	\$40.00–\$50.00/hour

2. Authorization to purchase new folding machine

RESOLUTION 46-23

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

RESOLVED, that the Town Board hereby authorizes the Recreation Superintendent to purchase a Martin Yale folding machine at a cost of \$1,105.25.

3. Approval to attend conference

RESOLUTION 47-23

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

RESOLVED, that the Town Board hereby authorizes the Recreation Superintendent, the incoming Recreation Supervisor, and the Recreation Leader to attend the New York State Recreation and Parks Society Annual Conference, to be held April 23–25, 2023, in Monticello, New York, at a total cost of \$2,304.00.

**MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF POUND RIDGE
POUND RIDGE, NY
FEBRUARY 7, 2023**

G. Conservation Board

1. Authorization for seed collection

RESOLUTION 48-23

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

RESOLVED, that the Town Board hereby authorizes Emily Rauch and Lindsay Feinberg, of Hilltop Hanover Farm, in conjunction with the Northeast Regional Seed Network, to collect seeds on town-owned property on the condition that they first obtain approvals from any entities other than the town that hold conservation easements on properties where seeds will be collected, and also on the condition that they coordinate with the Pound Ridge Police Department to avoid scheduling conflicts with the Deer Management Program, AND BE IT FURTHER

RESOLVED, that the Town Supervisor and the Town Clerk are authorized to sign any permits that may be required in connection with the aforementioned seed collection activities.

2. Discussion of CEC Energy Grants

Conservation Board Co-Chair Bob Siegel described two separate CEC Energy Grants that the Town is eligible to apply for. He will prepare the grant applications and present them to the Town Board for its approval at the February 14, 2023 meeting.

H. Water Wastewater Task Force – Accept resignation of Ellen Ivens as co-chair and appoint James Best co-chair

RESOLUTION 49-23

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

RESOLVED, that the Town Board hereby accepts the resignation of Ellen Ivens as co-chair of the Water Wastewater Task Force, AND BE IT FURTHER

RESOLVED, that the Town Board hereby appoints James Best co-chair of the Water Wastewater Task Force.

Page 9

**MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF POUND RIDGE
POUND RIDGE, NY
FEBRUARY 7, 2023**

VI. ADJOURNMENT: There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 9:27 pm.

Erin Trostle, Town Clerk
Dated at Pound Ridge, New York
February 14, 2023