

MINUTES OF THE JUNE 13, 2023 MEETING OF THE TOWN BOARD OF THE TOWN OF POUND RIDGE HELD AT THE TOWN HOUSE, 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 (via Zoom videoconference)
COUNCILPERSON DIANE BRIGGS
COUNCILPERSON DANIEL PASCHKES

ALSO

PRESENT: TOWN ATTORNEY WILLIAM HARRINGTON
TOWN CLERK ERIN TROSTLE

NOT

PRESENT: DEPUTY SUPERVISOR LES MARON

I. CALL TO ORDER OF REGULAR MEETING

Supervisor Hansan called the meeting to order at 8:07 pm.

II. ANNOUNCEMENTS

- The next Food Truck Friday is scheduled for June 16, from 5:00 pm to 9:00 pm, and will include live music by Alex Cano.
- The Pound Ridge Partnership is hosting the Battle of the Bands at the Green from 5:00 pm to 7:00 pm on Saturday, June 17.
- On Father's Day, Sunday, June 18, there will be a family-oriented concert at the Green from 11:00 am to 12:00 noon, with music provided by Ramblin' Dan's Freewheelin' Band.
- In celebration of Juneteenth, there will be a jazz concert featuring the Alison Shearer Quartet on the Green at 6:00 pm on Monday, June 19.
- The Kiwi Outdoor Market returns to Pound Ridge Square on Sunday, May 25, from 11:00 am to 3:00 pm.
- The annual fireworks display will take place in the Town Park on Saturday, July 1. Parking passes will be available at the Police Department beginning June 20 at no charge to residents and at a cost of \$30.00 to nonresidents.
- The Recreation Department's 25th annual 5K Road Race is set for 9:00 am on July 1. The course starts at the elementary school and finishes in the Town Park.
- The Recycling Center will be closed on Saturday, July 1, due to the Independence Day holiday.
- There will be only one Town Board meeting in July; it is scheduled for July 11, 2023.

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III. MINUTES

Board Action: Motion by Councilperson Briggs, seconded by Councilperson Boak, all voting aye to approve the minutes of the June 6, 2023 Town Board meetings.

IV. PUBLIC HEARING

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Briggs, all voting aye to open a public hearing on proposed changes to the text of the Zoning Code.

Planning Board Chair Michele Rudolph expressed wholehearted support for the proposal.

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Boak, all voting aye to close the public hearing.

RESOLUTION 159-23

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

Be it enacted by the Town Board of the Town of Pound Ridge as follows:

- (1) that the Zoning Code shall be amended such that the following definition of the term “increased minimum setbacks” will be added to the definition provisions set forth in Section 113-2:

Setback, Increased Minimum

A setback that has been increased in proportion to the amount that the threshold standard(s) for site plan approval have been exceeded. (See Schedule of Bulk Regulations, §113-37.)

- (2) that the Zoning Code shall be amended such that Section 113-38A(1) shall be amended as follows to clarify the meaning and application of the terms “building coverage” and “lot coverage”:

Terraces and porches. A paved terrace shall not be considered in determination of “yard” size or “~~lot~~ building coverage”, provided, however, that such terrace is unroofed and without walls, parapets or other forms of enclosure. Such terrace, however, may have an open guard railing not over three feet high and shall not project into any “yard” to a point closer than 25 feet from any “lot line.” Any two-“story” or any enclosed porch, or one having a roof and capable of being enclosed, shall be considered a part of the “building” in the determination of the size of the “yard” or amount of “~~lot~~ building coverage.”

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V. OLD BUSINESS: Recreation Department

RESOLUTION 160-23

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

RESOLVED, that the Town Board hereby approves the purchase of eight picnic tables, two garbage bins, and two recycling bins from Global Industrial at a price of \$12,694.00; AND BE IT FURTHER

RESOLVED, that the Town Board hereby approves the purchase of an automated external defibrillator (AED) for the camp shed from Advantage Emergency Devices at a cost of \$2,727.00; AND BE IT FURTHER

RESOLVED, that the Town Board hereby approves a transfer of \$6,500.00 from Contingency to the Recreation Department budget to cover the amount by which these purchases exceed the amount budgeted.

VI. NEW BUSINESS

A. Personnel

1. Resignation and appointment of Annie Burnham

RESOLUTION 161-23

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 accept the resignation of Annie Burnham as Deputy Receiver of Taxes; AND BE IT FURTHER

RESOLVED, that the Town Board hereby appoints Annie Burnham on a seasonal basis as an Intermediate Account Clerk at a salary equivalent to \$70,000.00 annually effective immediately.

2. Recognition of appointment of Josh Batchelder

RESOLUTION 162-23

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

RESOLVED, that the Town Board hereby ratifies the decision made in Executive Session to recognize the appointment of Josh Batchelder as Deputy Receiver of Taxes and Deputy Town Clerk at an annual salary of \$62,000.00 effective immediately.

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3. Appointment of Deann Grogan

RESOLUTION 163-23

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

RESOLVED, that the Town Board hereby ratifies the decision made in Executive Session to hire Deann Grogan as a temporary assistant to the Assessor at a pay rate of \$25.00/hour, with total pay not to exceed the budgeted amount of \$4,800.00 during the remainder of the calendar year.

B. Receiver of Taxes – Approval of refund

RESOLUTION 164-23

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

RESOLVED, that the Town Board hereby approves a refund in the amount of \$1,831.31 to Animal Nation for the town and county taxes on the parcel known as Block 9457 Lot 14.9.

C. Recreation Department – Approval for light tower rental

RESOLUTION 165-23

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

RESOLVED, that the Town Board hereby authorizes the rental of light towers from Durante Rentals LLC at a cost of \$1,682.68 for the town fireworks display.

D. Conservation Board

1. Approval for fiftieth anniversary celebration expenses

RESOLUTION 166-23

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

RESOLVED, that the Town Board hereby approves the expenditure of \$4,851.00, to be funded from budget line 8090.400, for costs associated with a gallery exhibit at the Pound Ridge Library and with a gathering of current and former Conservation Board members, members of other boards and commissions, and others who have worked to preserve the natural beauty and resources of Pound Ridge.

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2. Approval for light pole banners

RESOLUTION 167-23

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

RESOLVED, that the Town Board hereby approves the installation of light pole banners to recognize the Conservation Board's fiftieth anniversary.

3. Proclamation of Conservation Board Week

RESOLUTION 168-23

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

WHEREAS, the Town of Pound Ridge ("the Town") always has been a leader in New York State ("the State") on environmental conservation; AND

WHEREAS, in 1968 the Town Board, increasingly aware of the need to protect the natural resources and great beauty of the Town, created a Conservation Advisory Council ("CAC"), one of the first in the State, to concentrate on conservation issues including open space preservation, pollution control and the protection of our native flora and fauna; AND

WHEREAS, in 1969 the Town Board, on the recommendation of the CAC, enacted a municipal Wetlands Ordinance, the first in the State; AND

WHEREAS, in 1971 a Town Plan of Development was prepared which placed a high priority on conservation planning; AND

WHEREAS, in 1971 §239-Y of the State's General Municipal Law was enacted, authorizing the conversion of a CAC to a Conservation Board upon completion and adoption of an open space inventory; AND

WHEREAS, on July 12, 1973, by Resolution, the Town Board approved an Open Space Index and Map prepared by the Town's CAC and redesignated the CAC as a Conservation Board, acknowledging the necessity to protect green space; AND

WHEREAS, for the past 50 years the Conservation Board has encouraged the conservation and preservation of the Town's natural resources by acting to minimize harm to the environment; has educated both the community and, as an advisory board, governing and land use boards such as the Town Board, the Planning Board and the Zoning Board of Appeals, as to the importance of conservation and preservation; and has helped to protect our fragile ecosystem through an understanding of the unique character of our land and water, its importance to the richness of our lives and to the health of our

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environment, and the need for robust management and stewardship of these precious resources; NOW THEREFORE, BE IT

RESOLVED, that we, the Town Board of the Town of Pound Ridge, do hereby proclaim July 17–23, 2023 Conservation Board Week in Pound Ridge and encourage all to show their appreciation and support for the past, present, and future efforts of our Conservation Board to conserve and preserve our natural resources.

E. Energy Action Committee – Authorization for grant application

Councilperson Brand noted that grant funding for trail enhancement could fund a project to provide access to the Old Pound property. Supervisor Hansan pointed out another suitable project would be improvements to the pedestrian path near the intersection of Fancher Road and Westchester Avenue.

RESOLUTION 169-23

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

RESOLVED, that the Town Board hereby authorizes the Energy Action Committee to apply on behalf of the town for a New York State Recreational Trails Program (RTP) Grant to fund improvements to our recreational trail system.

F. Pound Ridge Business Association – Request to fund clock tower electric bill

RESOLUTION 170-23

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 request for town funding to pay the electric bill for the clock tower at the intersection of Westchester Avenue and Trinity Pass provided that the business association keeps the clock tower in good working order.

G. Liaison Reports

Councilperson Boak thanked the members of the Human Rights Advisory Committee for their work on the Color Run and on a recent event at the library, as well as the upcoming concert at the Green in celebration of Juneteenth.

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VII. Financial Matters – Pay bills

RESOLUTION 171-23

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

RESOLVED, that the Supervisor is hereby authorized to pay the following claims:

Fund	Claim Numbers	Total Amount
Capital Projects	1–2	\$10,799.85
General Fund	388–520	\$171,216.54
Highway Fund	87–107	\$41,241.35
Trust & Agency	37–44	\$8,250.00

VIII. ADJOURNMENT: There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 8:51 pm.

IX. RECONVENE AS PARKING DISTRICT COMMISSION: Supervisor Hansan called the meeting to order at 8:51 pm.

RESOLUTION 172-23

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

RESOLVED, that the Town Board hereby authorizes the Supervisor to pay the following claim:

Fund	Claim Number	Total Amount
Parking District	2	\$856.25

X. ADJOURNMENT: There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 8:51 pm.

Erin Trostle, Town Clerk
Dated at Pound Ridge, New York
July 7, 2023