

**MINUTES OF THE OCTOBER 3, 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 CARLA BRAND (via Zoom videoconference)  
COUNCILPERSON DIANE BRIGGS  
COUNCILPERSON DANIEL PASCHKES

**ALSO**

**PRESENT:** TOWN ATTORNEY WILLIAM HARRINGTON  
TOWN CLERK ERIN TROSTLE

**NOT**

**PRESENT:** COUNCILPERSON ALISON BOAK  
DEPUTY SUPERVISOR LES MARON

**I. CALL TO ORDER OF REGULAR MEETING**

Supervisor Hansan called the meeting to order at 8:08 pm.

**II. ANNOUNCEMENTS**

- There will be a Town Board work session on Tuesday, October 10, 2023, at 7:00 pm, to discuss policies and procedures for Conant Hall.
- Sadly, Sharon Andretta passed away on Sunday, October 1, 2023. Sharon was an employee of the Pound Ridge Police Department from 2001 to 2007 and the beloved wife of former longtime town employee Ray Andretta. Friends may call at Clark Associates Funeral Home, 4 Woods Bridge Road in Katonah, on Sunday, October 8, from 4:00 to 8:00 pm. A service will be held at St. Patrick's Church, at 7 Pound Ridge Road in Bedford, on Monday, October 9 at 10:00 am. In lieu of flowers, memorial contributions may be directed to the Pound Ridge Fire Department or to the American Heart Association
- The Harvest Festival is scheduled to take place this Saturday, October 7, 2023, from 1:00 to 6:00 pm, in the Town Park. [Note: The Harvest Festival was canceled due to the weather forecast.]
- Pound Ridge was recently named one of Westchester Magazine's 2023 "Best Places to Live in Westchester."

**III. MINUTES**

**Board Action:** Motion by Councilperson Briggs, seconded by Councilperson Paschkes, all voting aye, to approve the minutes of the September 5 and September 12, 2023 Town Board meetings.

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**IV. NEW BUSINESS**

**A. Personnel**

**1. Ratify decision to hire Brad Samaha**

**RESOLUTION 221-23**

**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 hire Brad Samaha as a temporary part-time records clerk at a rate of \$23.68/hour, with hours not to exceed those funded by the LGRMIF records management grant.

**2. Approve Town Historian job description**

**RESOLUTION 222-23**

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

RESOLVED, that the Town Board hereby approves the newly revised job description for the position of Town Historian.

**B. Finance – Approval for vehicle purchases**

**RESOLUTION 223-23**

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

RESOLVED, that the Town Board hereby approves the purchase of two new vehicles, one for the Police Department and one for the Building Department, at a cost (including warranty) of \$57,412.50 each for a total of \$114,825.00; AND BE IT FURTHER

RESOLVED, that the Town Board hereby approves the transfer of corresponding amounts from Contingency to the Building Department and Police Department lines.

**C. Recreation Department – Authorization to purchase TV for Conant Hall**

**RESOLUTION 224-23**

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

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RESOLVED, that the Town Board hereby authorizes the purchase of a 75” Samsung TV at a price of \$1,297.99 and wall-mount hardware at a cost of \$109.99, along with installation costs of \$1,500, for a total expenditure of \$2,907.98, to be paid by an anonymous donation of \$4,000.00; AND BE IT FURTHER

RESOLVED, that the Town Board hereby authorizes the ongoing purchase of cable TV service at a cost of \$50/month.

**D. Receiver of Taxes**

**RESOLUTION 225-23**

**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>Block/lot</u>	<u>Name</u>	<u>Amount</u>	<u>Reason</u>
9320-42	John Janiga	\$6.98	overpayment
10236-77	Mark Lowenthal Trust	\$1.75	overpayment
10036-13	Wells Fargo	\$7,175.01	duplicate payment

**E. Town Clerk – Authorize cemetery plot repurchase**

**RESOLUTION 226-23**

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

RESOLVED, that the Town Board hereby approves the repurchase of Plots 385 and 387 in Section 3 of the Pound Ridge Cemetery from Esther Schultz, of 78 Seven Oaks Lane, Brewster, NY 10509, at a total cost of \$3,200.00.

**F. Water Control Commission**

**1. Accept resignation of Phil Sears**

**RESOLUTION 227-23**

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

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RESOLVED, that the Town Board hereby accepts the resignation of Phil Sears as a member of the Water Control Commission.

**2. Authorize release of bonds**

**RESOLUTION 228-23**

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

RESOLVED, that the Town Board hereby authorizes the release of Water Control Commission bonds #2022-45 and #2022-51, for the property located at 30 Laurel Road, to Tyler Haviland, in the amount of \$4,000.00.

**G. Hope's Door – Approve signage**

**RESOLUTION 229-23**

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

RESOLVED, that the Town Board hereby approves the request by Hope's Door to place signage and purple ribbons along Westchester Avenue during the month of October in recognition of Domestic Violence Awareness month.

**V. ADJOURNMENT:** There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 8:28 pm.

Erin Trostle, Town Clerk  
Dated at Pound Ridge, New York  
October 6, 2023