

MINUTES OF THE OCTOBER 10, 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
COUNCILPERSON DIANE BRIGGS

ALSO

PRESENT: TOWN ATTORNEY WILLIAM HARRINGTON
TOWN CLERK ERIN TROSTLE

NOT

PRESENT: COUNCILPERSON DANIEL PASCHKES
DEPUTY SUPERVISOR LES MARON

I. CALL TO ORDER OF REGULAR MEETING

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

II. CALL FOR EXECUTIVE SESSION

Board Action: Motion by Councilperson Boak, seconded by Councilperson Briggs, all voting aye, to call for an executive session on Tuesday, November 14, 2023, at 7:00 pm.

[Note: The time was subsequently revised to 6:30 pm to accommodate the public hearing.]

III. ANNOUNCEMENTS

- Along with cities and towns across the state and throughout the country, we condemn the terrorist attacks in Israel.
- The Conservation Board's Repair Café will be held at Pound Ridge Elementary School from 11:00 am to 3:00 pm on Saturday, October 14. Building Inspector Jim Perry will be on site to offer advice on homebuilding, remodeling, and renovation projects.
- The Recreation Department is hosting a Paint 'n' Scare event with scarecrow decorating on October 13 and 14 and window painting on October 22.
- In coordination with State Senator Shelley Mayer, we will be distributing free Covid test kits and masks in the courtroom of the Town House from 1:00 to 3:00 pm on Friday, October 20.
- The Town House will be a site for early voting from October 28 through November 5. Hours vary each day, so be sure to check the Westchester County Board of Elections website before coming to vote.

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- There is a new ADA-compliant door in the courtroom that will be complete on October 19. This will make it possible to relocate voting from the dining room to the courtroom and will also enhance public access to meetings.
- The pool liner project is well underway and is expected to be complete in approximately two weeks.

IV. MINUTES

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

V. CALL FOR PUBLIC HEARING

Board Action: Motion by Councilperson Boak, seconded by Councilperson Briggs, all voting aye, to call for a public hearing at 7:00 pm on November 14, 2023 regarding changes to the zoning code to regulate any possible retail cannabis establishment in the business district.

Resident John Nathan, of 155 Upper Shad Road, asked that the public hearing be held at the Pound Ridge Elementary School on a Saturday morning to facilitate participation by weekenders.

VI. NEW BUSINESS

A. Highway – Ratify decision to appoint Andrew Trail foreman

RESOLUTION 230-23

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 appoint Andrew Trail as a foreman in the Highway Department at an hourly pay rate of \$49.14.

B. Finance – Presentation of Tentative 2024 Budget

Director of Finance Steven Conti presented the tentative budget, which is the budget compiled by the Supervisor for the Town Board. The Town Board will conduct meetings with department heads in the coming weeks in order to compile the preliminary budget, which will be presented for comment at a public hearing in December.

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Mr. Conti presented an overview of the tentative budget, noting that the tax cap allows an increase of \$192,358 over the 2023 levy and that the tentative budget proposes an increase of only \$160,970, or 1.99%. The tentative 2024 budget is posted to the website, and the document includes actuals for 2021, 2022, and year-to-date 2023.

He also provided an update on year-to-date finances, noting that both mortgage tax and sales tax revenue are on track to meet budgeted amounts and that building permits and recreation revenue have already significantly exceeded budgeted amounts.

RESOLUTION 231-23

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

RESOLVED, that the Town Board hereby adopts the tentative 2024 budget as filed in the Office of the Town Clerk on October 10, 2023.

C. Westchester EMS – Presentation on proposed fourth unit

A spokesperson for Westchester County Emergency Medical Services presented a proposal for an additional paramedic response unit (“fly car”) to address increased demand for services.

D. Planning Board – Designation as lead agency for Pound Ridge Tennis Club

RESOLUTION 232-23

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

RESOLVED, that the Town Board hereby authorizes the designation of the Planning Board as lead agency for the purposes of review of and action on the proposed clubhouse upgrade and facility improvements at the Pound Ridge Tennis Club.

E. Town Clerk

1. Approve date change for Special Event Permit for “Made in New York” sidewalk sale

RESOLUTION 233-23

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 approves a new date of November 18, 2023 for the Special Event Permit previously issued to the Pound Ridge Business Association's "Made in New York" sidewalk sale.

2. Approve Special Event Permit application for PRBA Holiday Market

RESOLUTION 234-23

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

RESOLVED, that the Town Board hereby approves a Special Event Permit for the Pound Ridge Business Association's holiday market on December 2, 2023.

F. Financial Matters

1. Approve change to conference expenses

RESOLUTION 235-23

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

RESOLVED, that the Town Board hereby approves an increase from \$1,296.42 to \$1,373.77 in the expenditures authorized for the Court Clerk's attendance at the 2023 New York State Association of Magistrates Court Clerks.

2. Pay bills

RESOLUTION 236-23

Board Action: Motion by Councilperson Boak, seconded by Councilperson Briggs, the motion passing 3-0 with Councilperson Brand abstaining, on the following:

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

Fund	Claim Numbers	Total Amount
General Fund	802–884	\$265,496.48
Highway Fund	174–199	\$63,637.83
Trust & Agency	52–54	\$5,057.50

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

VIII. RECONVENE AS PARKING DISTRICT COMMISSION: Supervisor Hansan called the meeting to order at 9:15 pm.

RESOLUTION 237-23

Board Action: Motion by Councilperson Briggs, seconded by Councilperson Boak, the motion passing 3-0 with Councilperson Brand abstaining, on the following:

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

Fund	Claim Number	Total Amount
Parking District	9–10	\$5,156.25

IX. ADJOURNMENT: There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 9:15 pm.

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