

**MINUTES OF THE NOVEMBER 14, 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 7:00 PM**

**PRESENT:**

COUNCILPERSON ALISON BOAK  
COUNCILPERSON CARLA BRAND  
COUNCILPERSON DIANE BRIGGS  
COUNCILPERSON DANIEL PASCHKES

**ALSO**

**PRESENT:** DEPUTY SUPERVISOR LES MARON  
TOWN ATTORNEY WILLIAM HARRINGTON  
TOWN CLERK ERIN TROSTLE

**NOT**

**PRESENT:** SUPERVISOR KEVIN HANSAN

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

Deputy Supervisor Maron called the meeting to order at 7:04 pm.

**II. CALL FOR EXECUTIVE SESSION**

**Board Action:** Motion by Councilperson Boak, seconded by Councilperson Paschkas, all voting aye, to call for an executive session on Tuesday, November 21, 2023, at 7:00 pm.

**III. ANNOUNCEMENTS**

- The Pound Ridge Business Association will host its “Made in New York” holiday market on Saturday, November 18.
- The Pound Ridge Garden Club will host a wreath-making workshop on Tuesday, November 21 from 4:00 to 6:00 pm at Conant Hall.
- The Pound Ridge Library Board of Trustees will host an open forum at 6:30 pm on November 21 to elicit community feedback regarding the library parking lot. Advance registration is required.

**IV. MINUTES**

**Board Action:** Motion by Councilperson Brand, seconded by Councilperson Boak, all voting aye, to approve the minutes of the October 10, 2023 Town Board meeting.

**V. PUBLIC HEARING ON PROPOSED LOCAL LAW REGARDING ENACTMENT OF A MORATORIUM ON CANNABIS RETAIL BUSINESS ACTIVITY**

There will be a public hearing at 8:00 pm on December 5, 2023 on a proposed local law regarding the enactment of a moratorium on cannabis retail business activity.

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**VI. PUBLIC HEARING ON PROPOSED LEGISLATION REGARDING CANNABIS RETAIL BUSINESS  
ACTIVITY**

**Board Action:** Motion by Councilperson Paschkes seconded by Councilperson Brand, all voting aye, to open the public hearing on proposed legislation regarding cannabis retail business activity.

Deputy Supervisor Maron announced that the public input portion of the hearing would not occur until December 9, 2023. He encouraged residents to review the text of the notice of the hearing, which includes instructions for registering to speak and information about time limits. The notice is posted to the website.

**Board Action:** Motion by Councilperson Paschkes seconded by Councilperson Brand, all voting aye, to continue the public hearing at 10:00 am on Saturday, December 9, 2023, at the Pound Ridge Elementary School, 7 Pound Ridge Road, Pound Ridge.

**VII. NEW BUSINESS**

**A. Highway Department – Authorization to sell surplus equipment**

**RESOLUTION 238-23**

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

RESOLVED, that the Town Board hereby authorizes the Highway Superintendent to sell surplus equipment on Auctions International including one Highway Department truck, three old tires, one Building Department SUV, one Smithco machine, and several additional small items.

**B. Police Department – Authorization to execute intermunicipal agreement**

**RESOLUTION 239-23**

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

RESOLVED, that the Town Board accepts the intermunicipal agreement with Westchester County regarding police mutual aid pursuant to the Mutual Aid and Rapid Response Plan, AND BE IT FURTHER

RESOLVED, that the Police Chief is authorized to execute said agreement, AND BE IT FURTHER

RESOLVED, that the Town Clerk is directed to certify the Police Chief's eligibility to execute said agreement.

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**C. Receiver of Taxes – Authorization to execute Catalys tax software agreement**

**RESOLUTION 240-23**

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

RESOLVED, that the Town Board hereby approves the Catalys software agreement subject to review and approval by the Town Attorney.

**D. Recreation Department – Approval to increase frequency of Conant Hall cleaning**

This matter was tabled until the December 5, 2023 meeting pending a determination of the source of funds for the increased expenditure.

**E. Town Clerk**

**1. Awarding of fuel oil bid**

**RESOLUTION 241-23**

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

RESOLVED, that the Town Board hereby awards the bid for #2 fuel oil for the 2023–24 heating season to Almeida at a rate of \$0.039/gallon above the Low New York Harbor Barge Reseller’s price, with service contracts at rates of \$109 for each boiler and \$59 for each hot water heater.

**2. Approval for flower basket quote**

**RESOLUTION 242-23**

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

RESOLVED, that the Town Board hereby authorizes the purchase of seventy-two (72) hanging flower baskets from Valley View Wholesale Greenhouses at a price of \$3,329.00.

**3. Approval for Special Use Permit for Badass Bagels**

**RESOLUTION 243-23**

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

RESOLVED, that the Town Board approves a Special Use Permit for Badass Bagels to operate a takeout food establishment at 69 Westchester Avenue for a period of six months.

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**F. DAPC/THRIVE – Resignation of Barbara Carbone**

**RESOLUTION 244-23**

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

RESOLVED, that the Town Board hereby accepts the resignation of Barbara Carbone as a member of the Drug Abuse Prevention Council/THRIVE.

**G. Planning Board**

**1. Authorization for return of unused escrow**

**RESOLUTION 245-23**

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

RESOLVED, that the Town Board hereby authorizes the return of an unused Planning Board escrow in the amount of \$1,767.50 to Christopher Milone, of 44 Lower Trinity Pass Road, Pound Ridge.

**2. Approval for modification to Special Use Permit for Adams Lane cell tower**

**RESOLUTION 246-23**

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

RESOLVED, that the Town Board hereby approves the proposed Verizon Wireless 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 September 30, 2023.

**H. Water Control Commission**

**1. Approval for bond release**

**RESOLUTION 247-23**

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

RESOLVED, that the Town Board hereby authorizes the release of Water Control Commission Bond #2023-53 to Chris Ytuarte, of 122 Stone Hill Road, Pound Ridge, in the amount of \$3,000.00.

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**2. Resignation of Peter Senatore**

**RESOLUTION 248-23**

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

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

**I. Liason Reports**

Councilperson Boak noted that the Human Rights Advisory Committee will provide an equity, diversity, and inclusion training for the Town Board on December 12, 2023, from 6:30 to 7:00 pm at the Pound Ridge Library. She also pointed out that there is an update from the Water Wastewater Task Force posted to the town website.

Councilperson Paschkes remarked that the Open Space Acquisition Committee is pleased with the outcome of the recent town-wide referendum, which will provide a guaranteed funding stream for open space purchases for the next ten years.

**VIII. Financial Matters – Pay Bills**

**RESOLUTION 249-23**

**Board Action:** Motion by Councilperson Paschkes, 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:

<b>Fund</b>	<b>Claim Numbers</b>	<b>Total Amount</b>
General Fund	885–990	\$162,580.14
Highway Fund	200–221	\$239,175.93
Trust & Agency	55–56	\$5,057.50
Capital Projects	9–12	\$18,546.22

**IX. ADJOURNMENT:** There being no further business to come before the Board, Deputy Supervisor Maron adjourned the meeting at 7:41 pm.

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- X. RECONVENE AS PARKING DISTRICT COMMISSION:** Deputy Supervisor Maron called the meeting to order at 7:41 pm.

**RESOLUTION 250-23**

**Board Action:** Motion by Councilperson Paschkes, 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:

<b>Fund</b>	<b>Claim Number</b>	<b>Total Amount</b>
Parking District	11	\$5,156.25

- XI. ADJOURNMENT:** There being no further business to come before the Board, Deputy Supervisor Maron adjourned the meeting at 7:42 pm.

Erin Trostle, Town Clerk  
Dated at Pound Ridge, New York  
November 27, 2023