

**MINUTES OF THE DECEMBER 12, 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  
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 8:00 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 immediately after the regular meeting.

**III. ANNOUNCEMENTS**

- Frosty the Snowman will make a special appearance at 10:00 am on Saturday, December 16 at Conant Hall at the pancake breakfast to be catered by the Market at Pound Ridge Square.
- The Pound Ridge Community Church's annual Cookie Walk is scheduled for this Friday and Saturday, December 15 and 16, from 10:00 am to 4:00 pm.
- The Town Board thanked Councilperson Brand for her years of service and presented her with a proclamation.

**IV. NEW BUSINESS**

**A. Receiver of Taxes – Approval of refund**

**RESOLUTION 262-23**

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

RESOLVED, that the Town Board hereby approves the refund of an overpayment in the amount of \$2,206.51 to Huguette Sinis, of 6 White Birch Road.

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**B. Recreation Department**

**1. Approval to hire part-time seasonal Recreation Assistants**

**RESOLUTION 263-23**

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

RESOLVED, that the Town Board hereby approves the hiring of the following part-time seasonal Recreation Assistants effective December 9, 2023:

<b>Name</b>	<b>Position</b>	<b>Pay Rate</b>
Jack Joseph	Assistant Basketball Coach	\$25/hour
Harrison Rosenbloom	Scorekeeper	\$15/hour
Matt Samalin	Scorekeeper	\$15/hour
Damien Grimm	Scorekeeper	\$15/hour

**2. Approval for additional Conant Hall cleaning**

**RESOLUTION 264-23**

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

RESOLVED, that the Town Board hereby approves the expenditure of \$200 for a one-time deep cleaning of the kitchen at Conant Hall AND BE IT FURTHER

RESOLVED, that the Town Board hereby authorizes an additional weekly cleaning of Conant Hall, which would increase the total number of weekly cleanings to two, at an added cost of \$190/week.

**3. Approval for Conant Hall refund**

**RESOLUTION 264-23**

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

RESOLVED, that the Town Board hereby approves the refund of a Conant Hall security deposit in the amount of \$500 to the Pound Ridge Garden Club.

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**C. Town Clerk – Approval for sale of cemetery plot**

**RESOLUTION 265-23**

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

RESOLVED, that the Town Board hereby approves the sale of Plots 141 and 142 in Section 3 of the Pound Ridge Cemetery to Daniela Goldman, of 113 East Street, South Salem, NY at a total price of \$4,000.

**V. Financial Matters – Pay Bills**

**RESOLUTION 266-23**

**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 claims:

<b>Fund</b>	<b>Claim Numbers</b>	<b>Total Amount</b>
General Fund	991-1XXX	\$XXX,XXX.XX
Highway Fund	222-XXX	\$XXX,XXX.XX
Trust & Agency	57-XX	\$XX,XXX.XX
Capital Projects	13-XX	\$XX,XXX.XX

**VI. ADJOURNMENT:** There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 8:09 pm.

**VII. RECONVENE AS PARKING DISTRICT COMMISSION:** Supervisor Hansan called the meeting to order at 8:09 pm.

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**RESOLUTION 267-23**

**Board Action:** Motion by Councilperson Paschkes, seconded by Councilperson Briggs, 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 claims:

<b>Fund</b>	<b>Claim Number</b>	<b>Total Amount</b>
Parking District	XX	\$X,XXX.XX

**VIII. ADJOURNMENT:** There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 8:10 pm.

Erin Trostle, Town Clerk  
Dated at Pound Ridge, New York  
December 29, 2023