

**MINUTES OF THE APRIL 9, 2024 MEETING OF THE TOWN BOARD OF THE TOWN OF POUND RIDGE HELD AT 179 WESTCHESTER AVENUE, POUND RIDGE, NEW YORK, AND VIA ZOOM VIDEOCONFERENCE, COMMENCING AT 7:30 PM**

PRESENT: SUPERVISOR KEVIN HANSAN  
DEPUTY SUPERVISOR/COUNCILPERSON DIANE BRIGGS  
COUNCILPERSON ALISON BOAK  
COUNCILPERSON DANIEL PASCHKES  
COUNCILPERSON NAMASHA SCHELLING

ALSO

PRESENT: TOWN ATTORNEY WILLIAM HARRINGTON  
TOWN CLERK ERIN TROSTLE

**I. CALL TO ORDER OF REGULAR MEETING:** Supervisor Hansan called the meeting to order at 7:40 pm.

**II. CALL FOR EXECUTIVE SESSION**

**Board Action:** Motion by Councilperson Briggs, seconded by Councilperson Paschkes, all voting aye to call for an executive session at 6:30 pm on Tuesday, April 16, 2024.

**III. ANNOUNCEMENTS**

- Thank you to the Fire Department for their work on the Long Ridge Road fire, which unfortunately resulted in several line-of-duty injuries.
- The Conservation Board's Big Spring Clean will be Saturday, April 13 and 14. Residents are encouraged to pick up roadside litter. There will be a town-wide pickup on Monday, April 15.
- The Pound Ridge Land Conservancy will host a volunteer work session in the Armstrong Preserve from 10:00 am to 12:00 noon on April 13.
- The Pound Ridge Business Association's "Made in New York" outdoor market will be held at the Village Green on Sunday, April 21, from 11:00 am to 4:00 pm.
- Registration is open for the third annual Color Run, hosted by the Pound Ridge Partnership and the Human Rights Advisory Committee. Save the date for Sunday, June 2.

**IV. MINUTES**

**Board Action:** Motion by Councilperson Briggs, seconded by Councilperson Boak, all voting aye to approve the minutes of the March 19, 2024 Town Board meeting.

**V. PUBLIC COMMENT – Agenda Items**

Resident Nick Cianciola, Sr., of 29 Autumn Ridge Road, asked that the format for public comment in future agendas correspond precisely to the format he has proposed.

## VI. NEW BUSINESS

### A. Highway Department – Request to hire summer flaggers

#### RESOLUTION 87-24

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

RESOLVED, that the Town Board hereby authorizes the Highway Superintendent to advertise for and hire two temporary summer flaggers at a rate of \$16.00/hour.

### B. Justice Court – Request permission to attend conference

#### RESOLUTION 88-24

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

RESOLVED, that the Town Board hereby authorizes Assistant Court Clerk Audrey Wilson to attend the New York State Association of Magistrates Court Clerks Annual Training Conference in Niagara Falls, from September 29 through October 2, 2024.

### C. Recreation Department

#### 1. Request to approve coach bus expenses for teen travel camp

#### RESOLUTION 89-24

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

RESOLVED, that the Town Board hereby approves the following coach bus expenses for teen travel camp:

<u>DATE</u>	<u>DESTINATION</u>	<u>COST</u>
July 11, 2024	Citi Field, Queens, NY	\$1,685.00
July 12, 2024	Six Flags New England, Agawam, MA	\$2,203.00
July 15, 2024	Urban Air Adventure Park, Hackensack, NJ	\$1,706.00
July 22, 2024	Yankee Stadium, Bronx, NY	\$1,685.00
July 25, 2024	Medieval Times, Lyndhurst, NJ	\$1,663.00
July 26, 2024	American Dream Mall, East Rutherford, NJ	\$1,706.00
July 31, 2024	Winter Garden Theater, New York, NY	\$1,750.00
August 2, 2024	Hershey Park, Hershey, PA	\$3,672.00

**2. Request to approve school bus expenses for teen travel camp**

**RESOLUTION 90-24**

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

RESOLVED, that the Town Board hereby approves the following school bus expenses for teen travel camp:

<u>DATE</u>	<u>DESTINATION</u>	<u>COST</u>
July 8, 2024	Dave & Busters, Pelham, NY	\$790.00
July 9, 2024	Roller Magic Roller Rink, Waterbury, CT	\$840.00
July 16, 2024	Hudson Valley Guides, Newburgh, NY	\$965.00
July 18, 2024	Bronx Zoo, Bronx, NY	\$1,005.00
July 19, 2024	Club Getaway, Kent, CT	\$1,025.00
July 23, 2024	Lake Compounce, Bristol, CT	\$1,160.00
August 1, 2024	Splashdown, Fishkill, NY	\$1,025.00

**3. Request to approve purchase of camp and pool and road race shirts and glasses**

**RESOLUTION 91-24**

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

RESOLVED, that the Town Board hereby approves the purchase of shirts for campers, camp staff, lifeguards, and Road Race participants and of Road Race glasses from Diamondback Sportswear at a total cost of \$6,530.

**4. Request to accept donation of record board**

**RESOLUTION 92-24**

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

RESOLVED, that the Town Board hereby accepts the donation of a Pound Ridge Swim and Dive Team record board in memory of past camp counselor, lifeguard, swim instructor, and swim coach Mark Davey, with thanks to the family of Carrie Trippe Peck and other donors.

Recreation Supervisor Andrea Russo announced that the Virgilio family team, known as "Breaking Bags," won the Recreation Department's recent cornhole tournament.

**D. Receiver of Taxes**

**1. Request for reimbursement of printing costs**

**RESOLUTION 93-24**

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

RESOLVED, that the Town Board hereby approves payment, as budgeted, of printing costs for the 2024 town and county bills to Perform Printing in the amount of \$2,868.70.

**2. Request for budget transfer for data extracts**

**RESOLUTION 94-24**

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

RESOLVED, that the Town Board hereby approves a budget transfer from contingency to the Receiver's budget line 1330.0418 in the amount of \$960 for four data extracts from Springbrook/KVS for tax records.

**E. Town Clerk**

**1. Request to reconsider Seasonal Special Use Permit for the Inn at Pound Ridge**

The Town Clerk pointed out that the Seasonal Special Use Permit recently approved for the Inn at Pound Ridge conflicts with the Special Use Permit for the Inn, which prohibits outdoor dining. The Town Clerk was directed to alert the Inn to the error and to explain that in order to offer its patrons outdoor dining, the Inn would need to seek an amendment to its Special Use Permit.

**2. Request to approve Special Event permit for Ela Flowers**

**RESOLUTION 95-24**

**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 Ela Flowers for an anniversary celebration, including amplified outdoor music, on April 20, 2024.

**3. Request to approve Highway materials bids**

**RESOLUTION 96-24**

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

RESOLVED, that the Town Board hereby awards Highway materials bids for 2023–24 as follows:

<u>ITEM</u>	<u>VENDOR</u>	<u>PRICE</u>
<b><u>Blacktop Laid in Place</u></b>	Clove Excavators, Inc.	\$111.50/ton
<b><u>Line Striping</u></b>	Safety Marking LLC	
Double yellow line .....		\$895.00/mile
Single white line .....		\$395.00/mile
Layout.....		\$200.00/man hour
<b><u>Bituminous Materials</u></b>	Peckham	
Base course type 1 .....		\$93.40/ton
Binder course type 3 .....		\$94.50/ton
Shim course type 5.....		\$118.00/ton
Top course type 6f .....		\$95.50/ton
Top course type 6f modified .....		\$95.50/ton
Top course type 7.....		\$102.50/ton
Playground mix .....		\$102.50/ton
Curb mix .....		\$114.00/ton
<b><u>Refuse</u></b>	Win-Waste	
3 cans with weekly pickup .....		\$95.00/month
30 yards as requested .....		\$235.00/pull + \$110/ton
20 yards as requested .....		\$235.00/pull + \$110/ton
10 yards with weekly pickup.....		\$269.22/month
	CRP Sanitation	
2 yards with weekly pickup.....		\$120.00/month
<b><u>Recyclables and Household Junk</u></b>	Win-Waste	
30 yards cardboard .....		\$235.00/pull
30 yards mixed paper.....		\$235.00/pull
30 yards commingled.....		\$235.00/pull + \$75.00/ton
30 yards metal.....		\$235.00/pull
30 yards household junk.....		\$235.00/pull + \$110.00/ton
<b><u>Single Stream Recycling</u></b>	CRP Sanitation	
3 cans with weekly pickup .....		\$95.00/month
4-yard single stream container with weekly pickup .....		\$95.00/month

**Heavy Equipment**

AC&S Excavating

Large dump truck with operator .....	\$1,200.00/day
	\$6,000.00/week
Large excavator with operator .....	\$1,800.00/day
	\$9,000.00/week
Mini excavator with operator .....	\$1,400.00/day
	\$7,000.00/week
Excavator with operator and hammer .....	\$2,800.00/day
	\$14,000.00/week
306 Cat .....	\$1,500.00/day
	\$7,500.00/week

Fred A. Cook Jr., Inc.

Vacuum Excavator with operator and labor .....	\$2,950.00/day
	\$14,000.00/week

**Catch Basin Cleaning**

Fred A. Cook Jr., Inc.

Vacuum Truck with operator .....	\$2,800.00/day
	\$13,000.00/week

**Aggregates and Road Sand**

(price per ton delivered)

Thalle Industries

3/4" trap rock .....	\$37.00/ton
Rip-rap stone (5"-6") .....	\$39.00/ton
Road sand .....	\$34.00/ton
Light stone fill (8"-9") .....	\$39.00/ton

Peckham

Recycled item 4 .....	\$10.00/ton
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Putnam Materials

1/4" stone (limestone) .....	\$36.00/ton
Rip-Rap stone (5" or less) .....	\$29.91/ton
Item 4 (limestone) .....	\$29.95/ton

Wingdale Materials

3/8" bluestone .....	\$39.95/ton
3/4" brown Item 4 .....	\$30.95/ton

**4. Request to accept Scotts Corners maintenance services quote**

**RESOLUTION 97-24**

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

RESOLVED, that the Town Board hereby awards the bid for the following maintenance services in Scotts Corners to Luppino Landscaping as specified:

<b><u>SERVICE/DESCRIPTION</u></b>	<b><u>FREQUENCY</u></b>	<b><u>PRICE</u></b>
Spring/fall cleanup Perform seasonal cleanup of unpaved areas, including Village Green and islands along Westchester Avenue and in rear parking lots	twice (spring and fall)	\$200 per occurrence
Swales (Ditches) Clean out swales on both sides of Parking District (includes weed whacking)	as needed (at least twice/month)	\$200 per occurrence
Mowing Mow grass behind swales on both sides of Parking District and at Village Green, as well as grass not maintained by property owners (includes edging with weed whacker)	weekly May through mid-August; every other week mid-August through October	\$250 per occurrence
Leaf Removal Rake and blow leaves in Parking District, Including Village Green, and shoulders of Westchester Avenue	twice (spring and fall)	\$250 per occurrence
Mulching Mulching of beds, with mulch provided by town	once, in spring	no charge
Cleaning Cleaning of tables at Village Green	twice per week April–November	\$93.75/month
Weeding/trimming Weeding of beds and trimming of shrubs at Village Green	Weekly as needed	\$93.75/month

**F. Planning Board – Request to approve refund of unused escrow**

**RESOLUTION 98-24**

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

RESOLVED, that the Town Board hereby approves the return of an unused Planning Board escrow in the amount of \$7,237.50 to Giovanni Nanna, of 8 Maclean Drive.

**G. Water Control Commission – Request to approves release of bonds**

**RESOLUTION 99-24**

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

RESOLVED, that the Town Board hereby approves the release of Water Control Commission Bond #2021-32 to Melissa King, of 66 Dann Farm Road, in the amount of \$2,000.00; AND BE IT FURTHER

RESOLVED, that the Town Board hereby approves the release of Water Control Commission Bonds #2023-54 and #2022-44 to Chris Taussig, of 9 Great Hill Farms Road, in the amounts of \$2,000.00 and \$500.00 respectively.

**H. Conservation Board**

**1. Resignation of Vice Chair Bob Siegel**

**RESOLUTION 100-24**

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

RESOLVED, that the Town Board hereby accepts the resignation of Bob Siegel as Vice Chair of the Conservation Board.

**2. Request to appoint Marilyn Shapiro as Vice Chair**

**RESOLUTION 101-24**

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

RESOLVED, that the Town Board hereby appoints Marilyn Shapiro as Vice Chair of the Conservation Board.



**I. Pound Ridge Land Conservancy – Request for stipend for summer interns**

**RESOLUTION 102-24**

**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 \$1,000.00, as budgeted, to fund stipends for two interns for the Pound Ridge Land Conservancy.

Pound Ridge Land Conservancy Vice President Pamela Corey asked whether it would be possible to approve funding for the internship stipends on an ongoing basis. Although the funding would need to be approved every year, Councilperson Paschkes said that Land Conservancy could ask that the Conservation Board include funding for the stipends in its annual budget proposal.

**VII. PUBLIC COMMENT – General**

There were no comments from the public.

**VIII. FINANCIAL MATTERS – Pay bills**

**RESOLUTION 103-24**

**Board Action:** Motion by Councilperson Paschkes, seconded by Councilperson Briggs, the motion passing 4-0 with Councilperson Schelling abstaining, on the following:

RESOLVED, that the Town Board hereby authorizes the Supervisor to pay the following claims as detailed in Abstract 06-2024:

Fund	Claim Numbers	Total Amount
General Fund	A00311–A00353	\$78,727.37
Highway Fund	D00057–D00077	\$35,111.93
Trusts & Agency	AT00018	\$4,610.00

AND BE IT FURTHER RESOLVED, that the Town Board hereby allows the following advance-of-audit claims, as detailed in Abstract 06-2024:

Fund	Claim Numbers	Total Amount
General Fund	A00354–A00361	\$114,118.33
Trusts & Agency	AT00019	\$464,823.18

- IX. ADJOURNMENT:** There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 8:21 pm.
- X. RECONVENE AS PARKING DISTRICT COMMISSION:** Supervisor Hansan called the meeting to order at 8:21 pm.

**RESOLUTION 104-24**

**Board Action:** Motion by Councilperson Briggs, seconded by Councilperson Boak, the motion passing 4-0 with Councilperson Schelling abstaining, on the following:

RESOLVED, that the Town Board hereby allows the following advance-of-audit claims, as detailed in Abstract 06-2024:

Fund	Claim Numbers	Total Amount
Parking District	ST00007–ST00012	\$1,707.31

- XI. ADJOURNMENT:** There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 8:22 pm.

Erin Trostle, Town Clerk  
Dated at Pound Ridge, New York  
May 4, 2024