

MINUTES OF THE MARCH 18, 2025 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: DEPUTY SUPERVISOR/COUNCILPERSON DIANE BRIGGS
COUNCILPERSON ALISON BOAK
COUNCILPERSON NAMASHA SCHELLING
COUNCILPERSON DANIEL PASCHKES

ALSO

PRESENT: TOWN ATTORNEY WILLIAM HARRINGTON
TOWN CLERK ERIN TROSTLE

NOT

PRESENT: SUPERVISOR KEVIN HANSAN

I. CALL TO ORDER OF REGULAR MEETING

Deputy Supervisor Briggs called the meeting to order at 7:45 pm.

II. ANNOUNCEMENTS

- The PRES Fifth Grade Pancake Breakfast is scheduled for Saturday, March 22, from 8:00 am to 12:00 noon.
- The Rec Department will host its annual Easter Egg Hunt on April 5, from 12:00 noon until 2:00 pm. Register via Community Pass on the town website.
- Hiring has begun for summer camp positions, including counselors and tennis and soccer specialists. Interested parties should contact Camp Director Jeff Nurenberg.

III. MINUTES

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Schelling, all voting aye, to approve the minutes of the March 4, 2025 Town Board meeting.

IV. PUBLIC COMMENT I

Resident Katherine Biagiarelli raised questions regarding the format of Recreation Commission meetings, meal reimbursement limits, and the bus driver role.

V. NEW BUSINESS

A. KG+D Architects – Conceptual design for Police Department building

Eric Kaeyer, of KG+D Architects, presented two conceptual designs for a possible new Police Department building, which would also accommodate the Office of Emergency Management and perhaps court personnel as well. The conceptual designs are intended to serve as the foundation for pursuing state and federal grant opportunities.

B. Town Board – Verizon Franchise Agreement

The matter of a franchise agreement renewal was tabled; it will be revisited at the April 1, 2025 Town Board meeting.

C. Highway Department – Fuel management system

RESOLUTION 77-25

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

RESOLVED, that the Town Board hereby approves the purchase of a fuel management system at a price of \$31,340.60; AND BE IT FURTHER

RESOLVED, that the Town Board approves the expenditure of an amount up to \$1,000 for replacement parts in the event that existing components are unable to be reused.

D. Police Department – Resignation of Officer Thomas Ritchey

RESOLUTION 78-25

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

RESOLVED, that the Town Board hereby accepts the resignation of Police Office Thomas Ritchey.

E. Receiver of Taxes – Refund of overpayment

RESOLUTION 79-25

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

RESOLVED, that the Town Board hereby authorizes the refund of an overpayment of property taxes on parcel 10263-81 to Scofield Road Partners LLC in the amount of \$329.54.

F. Town Clerk

1. Memorial bench purchase and reimbursement

RESOLUTION 80-25

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

RESOLVED, that the Town Board hereby approves the expenditure of an amount not to exceed \$1,000.00 for the purchase of a memorial bench and plaque, subject to the Recreation Commission's approval of the proposed location in parcel 9820-1, which is a component of the Town Park; AND BE IT FURTHER

RESOLVED, that the Town Board authorizes the acceptance of a gift in an amount corresponding to the aforesaid expenditure.

2. Cemetery plot sale

RESOLUTION 81-25

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

RESOLVED, that the Town Board hereby authorizes the sale of Plot 245-A in Section 3 of the Pound Ridge Cemetery at a price of \$1,000.00 to Carol Vinci, of 9 Benger Road, Pound Ridge.

3. Monthly reports

The Town Board acknowledged that the following reports for the month of February 2025 have been filed in the Town Clerk's office:

- Building Department report
- Receiver of Taxes report
- Town Clerk report

G. Planning Board – Return of unused escrow

RESOLUTION 82-25

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

RESOLVED, that the Town Board hereby authorizes the return of an unused Planning Board escrow for a project at 29 Threshing Rock Road to Bedford Poolscales in the amount of \$1,078.00.

H. Climate Smart Task Force – Appointment of Elyse Arnow, Melinda Avellino, and Andy Karpowich

RESOLUTION 83-25

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

RESOLVED, that the Town Board hereby appoints Elyse Arnow, Melinda Avellino, and Andy Karpowich as members of the Climate Smart Task Force through 2025.

I. Energy Action Committee – Appointment of Jane Holmes and Lise Lamatia

RESOLUTION 84-25

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

RESOLVED, that the Town Board hereby appoints Jane Holmes and Lise Lamatia as members of the Energy Action Committee through 2025.

J. Human Rights Advisory Committee – Appointment of Amy Kenney and Allison O'Rourke

RESOLUTION 85-25

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

RESOLVED, that the Town Board hereby appoints Amy Kenney and Allison O'Rourke as members of the Human Rights Advisory Committee through 2025.

IV. PUBLIC COMMENT II

There were no further comments from the public.

V. FINANCIAL MATTERS – Pay bills

RESOLUTION 86-25

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Boak, the motion passing 3–0 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	A00190–A00242	\$112,805.16
Highway Fund	D00058–D00067	\$24,113.49
Trust & Agency Fund	AT00021–AT00022	\$2,100.50

AND BE IT FURTHER RESOLVED, that the following advance-of-audit payments listed in Abstract 06-2024 are hereby allowed:

Fund	Claim Numbers	Total Amount
General Fund	A000243–A000262	\$38,068.79

- I. **ADJOURNMENT:** There being no further business to come before the Town Board, Deputy Supervisor Briggs adjourned the meeting at 9:11 pm.
- II. **RECONVENE AS PARKING DISTRICT COMMISSION:** Deputy Supervisor Briggs called the meeting to order at 9:11 pm.

RESOLUTION 87-24

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

RESOLVED, that the following advance-of-audit claims listed in Abstract 06-2024 are hereby allowed:

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Fund	Claim Numbers	Total Amount
Parking District	ST00001–ST00009	\$4,898.98

VI. ADJOURNMENT: There being no further business to come before the Parking District Commission, Deputy Supervisor Briggs adjourned the meeting at 9:12 pm.

Erin Trostle, Town Clerk
Dated at Pound Ridge, New York
March 27, 2025