

MINUTES OF THE JULY 1, 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: SUPERVISOR KEVIN HANSAN
DEPUTY SUPERVISOR/COUNCILPERSON DIANE BRIGGS
COUNCILPERSON ALISON BOAK
COUNCILPERSON NAMASHA SCHELLING
COUNCILPERSON DANIEL PASCHKES

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 7:31 pm.

II. CALL FOR EXECUTIVE SESSION

Board Action: Motion by Councilperson Paschkas, seconded by Councilperson Briggs, all voting aye, to call for an executive session at 6:30 pm on July 15, 2025.

III. MINUTES

Board Action: Motion by Councilperson Briggs, seconded by Councilperson Boak, all voting aye, to approve the minutes of the June 17, 2025 Town Board meeting.

IV. PUBLIC COMMENT I

Resident John Nathan, of 155 Upper Shad Road, objected to the board's response during the previous meeting to a resident who chose to comment in the middle of a vote, after a motion had been made and seconded, and then declined to sit down after exceeding the three-minute time limit for public comment.

V. NEW BUSINESS

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

Supervisor Hansan explained that the purpose of the conceptual design study was to determine the cost of a Police Department building. A conceptual design and an estimated cost are necessary to apply for grants.

Erik Kaeyer, of KG+D Architects, who first presented the conceptual design study at the March 2025 meeting, made a final presentation that incorporated feedback from that meeting.

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Resident Catherine Nathan, of 155 Upper Shad Road, asked whether the board had considered the optics of discussing a new Police Department building so soon after the bond vote to expand the firehouse.

Councilperson Boak explained that the board's approach to capital projects is to plan them carefully and to move forward only after securing significant outside funding. She stated that the proposed Police Department project would not move forward if the taxpayers had to bear the entire cost. She also emphasized that it is the board's responsibility to govern according to the town's needs and not to let its decision making be driven by optics.

Councilperson Paschkes reiterated that it is necessary to have a conceptual design in order to apply for grants.

Councilperson Boak pointed out that the possibility of a combined courtroom and OEM meeting room was discussed at the prior meeting but that none of the floorplans in the presentation included that option. Mr. Kaeyer said that he would provide a revised version of the design study that would include a combined courtroom and OEM meeting room.

RESOLUTION 164-25

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

RESOLVED, that the Town Board hereby accepts the conceptual design study from KG+D Architects with the addition of a plan for a combined courtroom and OEM meeting room.

B. Supervisor – Consent for DEC hazardous waste contamination monitoring well

RESOLUTION 165-25

Board Action: Motion by Councilperson Briggs, seconded by Councilperson Boak, the motion passing 4–1 with Councilperson Paschkes voting nay, on the following:

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign a consent agreement for the New York State Department of Environmental Conservation to install a monitoring well on the parcel known as Block 9456 Lot 3.6 for the purpose of investigating hazardous waste contamination.

C. Planning Board – Special use permit for the Inn at Pound Ridge

Mr. Nathan asked whether the special use permit could be approved for only one year rather than in perpetuity. The Town Attorney clarified that special use permits are subject to the review of the Town Board and thus can be revoked at any time.

Councilperson Paschkes noted that although he had in the past objected to an amendment to the special use permit that would allow outdoor dining, the Planning Board review process was sufficiently thorough for the Town Board to move ahead with an amendment.

RESOLUTION 166-25

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

RESOLVED, that the Town Board hereby approves an amended special use permit for the Inn at Pound Ridge to allow outdoor dining in accordance with the site plan as follows:

Amended Special Use Permit

July 1, 2025

258 Westchester Avenue
Pound Ridge, NY 10576

1. All vehicle parking for the patrons and other invitees of the Applicant as well as its employees shall occur in accordance with the Amended Site Plan drawing set prepared by John Meyer Consulting, PC, last revised June 19, 2014 (attached in small scale as Exhibit A) as well as the Revised On and Off Premises Parking Management Plan prepared by the Applicants, dated August 7, 2014 (attached as Exhibit B), collectively detailing the on-site parking at the Premises and the offsite parking at the Bedford Central School District (see redacted Agreement attached as Exhibit D).
2. Notwithstanding the fact that the on-site parking complies with zoning, the Applicant is required to notify the Town Board within 7 days of their notice of any change to the off-site parking arrangements at the adjacent Bedford Central School District property reducing the total off-site parking below 20 spaces.

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Should the total of off-site parking fall below 20 spaces or should a new property be introduced, then the Applicant will immediately commence a Special Use Permit Amendment process with the Town Board.

3. The Applicant also will operate on the Premises in accordance with Chapter 100 (Vehicles and Traffic) and its penalties for offenses set forth in Sections 100-13, 100-15 and 100-27.
4. The Applicant will offer dinner and lunch seven days per week at the Premises.
5. Kitchen service at the Premises will be available until no later than 11:30 pm each day.
6. ~~All dining services will be indoors, and all music or other forms of entertainment will be conducted indoors.~~ **Outdoor dining will be permitted in accordance with the site plan prepared by Books & Falotico Associates and approved by the Planning Board on June 26, 2025 such that during the warmer months 32 seats may be located on an existing outdoor patio, during which time 38 indoor seats will be physically removed and placed in storage in an existing barn on site. Low-voltage downcast LED string lighting will be shut off at 10:00 pm, and there will be no amplified music outdoors.**
7. All refuse pick-up will occur between 7:00 am and 7:00 pm in accordance with Chapter 90 (Solid Waste) and its penalties for offenses set forth in Section 90-4B, as well as Chapter 84 (Refuse Disposal and Carters) and its penalties for offenses codified in Section 84-13. Likewise, all garbage and recycling will be placed in outdoor receptacles no later than 11:00 pm on any evening. Similarly, all deliveries will occur between 7:00 am and 7:00 pm with the Applicant placing a sign on the front and rear entrances at the end of business each night setting forth that there are no deliveries before 7:00 am and that NO COMMERCIAL VEHICLES ARE TO ENTER THE PROPERTY PRIOR TO 7:00 am with timely deliveries occurring solely at the rear entrance.
8. The outdoor patio and contiguous lawn and garden area may be used on a limited basis to conduct wedding vows, photographs, and similar activities. Such outdoor spaces may also be used for limited cocktail/hors d'oeuvres services offered in connection with the wedding ceremony or similar limited activities. Such outdoor spaces may further be used for limited appropriate musical accompaniment for wedding vows and similar activities. The outdoor spaces may not be used for sit-down dinner service **except as described in item 6.** In all events, use of the outdoor spaces for any patron services shall terminate no later than one-half of one hour after sundown **except as described in item 6.** All

activities at the Premises regardless of whether they occur indoors or outdoors must comply with Chapter 75 (Noise) and its penalties for offenses set forth in Section 75-9. Notwithstanding Section 75-9 allowing for issuance of a warning citation on a first offense conviction, the Applicant waives its rights to such a reduced first offense conviction penalty and acquiesces to any first offense conviction being treated as a second offense upon conviction. Further, the Applicant will post courtesy signs in the southeastern portion of the premises reminding patrons that the restaurant is located in a residential area.

9. All music and/or other entertainment activities shall cease at the Premises no later than 12:00 am, except that such activities may continue until 2:00 am on New Year's Day, all in accordance with Chapter 49 (Curfew, Restaurant and Cabaret) and its penalties for offenses set forth in Section 49-2.
10. At all times, the Applicant shall possess and maintain all necessary municipal, county, and state licenses, permits, certificates and approvals required to conduct the contemplated lawful activities at the Premises. In addition, at all times, the Applicant shall, consistent with its representations, operate the permitted restaurant/catering and related activities giving due regard to the rights of its residential neighbors to peaceful and quiet enjoyment of their property. The Applicant also will post signs in the employee changing areas (consistent with the sign attached as Exhibit E) reminding employees of appropriate behavior after work in the parking lot. Further, the Applicant shall undertake quarterly review and training to ensure that the employees know and abide by the above conditions.
11. This Special Use Permit is granted to the Applicant and does not run with the land, nor shall this Special Use Permit be assigned or transferred to any other individual or entity without the prior written approval of the Town Board of the Town of Pound Ridge.
12. Should the Applicant desire to engage in any other activities not specifically permitted hereby, the Applicant may request that the Town Board of the Town of Pound Ridge amend or modify this Special Use Permit.
13. Violation of any of the terms or conditions of the Special Use Permit or of any applicable provision(s) of the Town Code may cause the Town Board of the Town of Pound Ridge to amend, modify or revoke this Special Use Permit.
14. Notwithstanding the above, the Town reserves its police power and rights to enforce the terms of this special use permit, impose appropriate and reasonable monetary sanctions for any violations thereof, or otherwise prohibit any conduct,

action, practice or event that, in the Town's discretion, threatens the safety, health or welfare of the Town, its residents or the public (a "Default Event"). The Town shall provide the Applicant with written notice of any Default Event and the opportunity to be promptly heard to address and resolve same. The Town's written notice of any Default Event shall include specifics of the Default Event, including but not limited to date, time, location, and persons involved, if known, and shall specify how the Default Event threatens the safety, health, or welfare of the Town, its residents, or the public. Upon receipt of the Town's written notice of any Default Event, the Applicant has 30 days to respond in writing and be heard. Monetary sanctions will not be imposed by the Town upon resolution of the Default Event by the Applicant to the satisfaction of the town.

15. This Special Use Permit is issued to KKPR LLC as fee owner and Jean-Georges of Pound Ridge LLC as the operating entity of the business and activities hereby permitted.

D. Sustainability Committee – Appointment of Bill Hewitt

RESOLUTION 167-25

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

RESOLVED, that the Town Board hereby appoints Bill Hewitt as a member of the Sustainability Committee through 2025.

E. Westchester Power – CCA Municipal Attestation

RESOLUTION 168-25

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

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign the Community Choice Aggregation Municipal Attestation of Program Requirements.

IV. FINANCIAL MATTERS – Pay bills

RESOLUTION 169-25

Board Action: Motion by Councilperson Paschkes, seconded by Councilperson Boak, 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 13-2024:

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| Fund | Claim Numbers | Total Amount |
|-------------------|---------------|--------------|
| General Fund | A00587–A00660 | \$33,138.53 |
| Highway Fund | D00137–D00148 | \$6,174.72 |
| Trusts and Agency | AT00051 | \$7,350.00 |

V. ADJOURNMENT: There being no further business to come before the Town Board, Supervisor Hansan adjourned the meeting at 8:56 pm.

Erin Trostle, Town Clerk
Dated at Pound Ridge, New York
July 10, 2025