

# Memo

To: Town Board  
From: Steven Conti  
Date: 3/4/2022  
Re: Comprehensive Plan Update

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Regarding the bid for the Comprehensive Plan Update:

There is \$10,000 budgeted for this item in the 2022 budget in the General Fund 8020.411 account.

The proposal is for \$10,000 so any additional costs would require a transfer from contingency/

February 23, 2022

Ms. Elyse Arnow  
Comprehensive Plan Update Committee  
Town of Pound Ridge  
179 Westchester Avenue  
Pound Ridge, NY 10576

Re: **Town of Pound Ridge – Comprehensive Plan Update  
P5575.00**

Dear Elyse:

Hardesty and Hanover (H&H) is pleased to submit this proposal to assist the Town in advancing its next Comprehensive Plan toward completion. We understand—having performed a cursory review of the materials provided to us by Melinda Avellino—that the Comprehensive Plan Committee (CPC) and Working Groups have expended a considerable amount of time and energy to create an impressive amount of substantive content for the Comprehensive Plan. Based on our follow-up conversations, we have prepared the following revised Proposed Scope of Work & Budget:

## **PROPOSED SCOPE OF WORK & BUDGET**

### **Phase 1: Data Collection - \$9,000**

Compile meaningful data points that can be used by the CPC and Working Groups to include in the Comprehensive Plan.

- a. Review data provided in 2002 Basic Studies and determine what should be updated and included in the Comprehensive Plan
- b. Provide data for each chapter, with emphasis on the Land Use and Housing chapters (e.g., key demographic information and trends, land use, density, development potential, etc.)
- c. Provide Regional Context that is relevant to the Town of Pound Ridge.
- d. Provide additional data on specific topics such as multifamily housing and sustainability.
- e. Prepare graphs, charts, tables and maps for select Phase 1 data
- f. Analyze potential multifamily housing types and locations.

### **Phase 2: Meet with CPC and Working Groups - \$1,000**

- a. Hold one meeting via video conference or in person with the CPC and representatives of the Working Groups to discuss the data collected and prepared.
- b. Provide any revisions or new data based on the meeting or answer additional questions Working Groups may have as they work through the data.

### **Beyond Phase 2**

The two phases will help the CPC advance the Comprehensive Plan, but the CPC might require further consultation to complete it. Should additional funding be available, the Town can engage H&H staff on an hourly, on-call basis to work with the CPC.

## STAFF

### **Sarah Brown, AICP**

Sarah Brown is Principal Planner in the Community Planning Group. She has more than 20 years of experience, first as part of Frederick P. Clark Associates and now as H&H, providing land use, zoning, development assistance and environmental services to villages, cities, and towns in New York State. She also produced the Comprehensive Plan for the City of Beacon. She has deep expertise in the State of New York's environmental process (SEQRA) for all types of projects. Sarah confidently provides leadership and expertise in the successful development and delivery of zoning studies, environmental impact studies, permitting and environmental documentation, environmental quality analyses, and state and federal permit applications.

### **Neil Desai, AICP**

Neil is Principal Planner in the Community Planning Group. Prior to joining the firm, he was Founder and Director of Emerge Community Planning & Strategy LLC. He started the company to promote an independent, community-focused approach to the disciplines of city planning, design, and economic development, which evolved over 17 years working with public sector clients across eight states. He is skilled at designing and implementing public education and involvement strategies appropriate to the historical, social, cultural, and economic contexts of residents. His visual graphics abilities, urban design thinking, and strong writing skills result in compelling, creative, and effective public engagement campaigns and implementation-ready products. He has managed and produced a wide range of policy plans and technical guides, including comprehensive plans, Complete Streets design guides, sustainability plans, and conventional and form-based zoning codes. Neil most recently completed a final draft of the Village of Mamaroneck, NY's Comprehensive Plan and has produced comprehensive plans for numerous other communities.

## SCHEDULE

We are prepared to begin our work for the Town's next Comprehensive Plan immediately upon receipt of written authorization to proceed.

If you have any questions with respect to this proposal, please contact me at your earliest convenience. Having been the Town's Planning Consultant for over 30 years (under the name Frederick P. Clark Associates, which was acquired by H&H) and having prepared the Town's 2002 Basic Studies document, the 2010 Comprehensive Plan and a number of other zoning analyses, our firm has intimate knowledge of the Town. We sincerely value the relationship which we have established with the Town of Pound Ridge, and we look forward to the opportunity to work with the Town again.

Very truly yours,



Sarah L. Brown, AICP  
Principal Planner



David Lapping, PTP  
Principal Associate | Practice Lead

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle  
**Date:** March 1, 2022  
**Re:** Bids for Flower Watering

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Bids for watering flower baskets in the business district from May through September 2022 were solicited from five vendors in December 2021. Two declined to bid, and one did not respond. Luppino Landscaping and the Pound Ridge Nursery submitted bids of \$22,400 and \$21,500 respectively.

Flower baskets have already been ordered and will likely be installed the week of May 30. I respectfully request that the Board accept the low bid from the Pound Ridge Nursery and authorize the Supervisor to sign the attached proposal.

# Memo

To: Town Board  
From: Steven Conti  
Date: 3/4/2022  
Re: Flower Watering

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Regarding the bids for 2022 Flower Watering:

The \$21,500 would be allocated between the General Fund and Parking District

70% (\$15,050) would be charged to the Parking District maintenance account

30% (\$6,450) would be charged to the Maintenance Department annual maintenance budget.

There are budgeted funds in the Parking District to cover these costs. For the Maintenance Dept budget, we can use the existing \$28,000 budget to cover these costs. If this additional expense results in the annual maintenance to exceed the budget, we would need a transfer from contingency.



Westchester County License #WC-29470-H17  
CT DCP Registration No.: HIC.0648047  
Tel: (914) 764 - 5781  
Fax: (914) 764 - 5376  
[www.poundridgenursery.com](http://www.poundridgenursery.com)

## PROPOSAL

December 14, 2021

### **WORK TO BE COMPLETED FOR:**

The Town of Pound Ridge  
179 Westchester Ave.  
Pound Ridge NY 10576

### **Proposed Services:**

Pound Ridge Nursery & Garden Center, Inc. (“Contractor”) will provide the following Landscape Services:

### **Scope of work: “Landscape Services – Maintenance of Hanging Plants”**

#### **I. Daily / Weekly Maintenance of Hanging Plants**

- Supply all labor to hand-water seventy-four (74) hanging plants which will be located on the thirty- seven (37) lamp posts located on Westchester Avenue
- Perform this service daily from approximately May 23, 2021 through September 30, 2022 (approximately 20 weeks).
- All material will be inspected daily for health and vigor. Proper authorities will be notified if plant material needs extra care.
- All equipment and materials (fertilizer, water, etc.) will be supplied to contractor by municipality.

**Total Cost: \$21,500.00**

Please note “Exclusions from Total Cost” listed below.

### **Work Schedule:**

Approximate/Estimated Start Date: **May 23, 2022**

Approximate/Estimated Completion Date: **September 16, 2022**

Please note that the above dates are subject to and contingent upon weather conditions, availability of materials and supplies, change orders, strikes, accidents, fire, tornado or other natural hazards, soil conditions or natural conditions not specified herein and beyond the knowledge of the Contractor, or any other delays beyond the control of the Contractor.

**Payment Terms:**

**Fixed Monthly Payments:** The total cost of services for the season will be **\$21,500.00** for the season and is divided into five (5) equal installments of **\$4,300.00** billed monthly. Any additional work requested by the Proper Authorities will be billed separately on a time and material basis.

5 Installments of \$ 4,300.00 from May 1, 2022 through September 30, 2022

**Exclusions from Total Cost:**

**\*\*The following contract exclusions will be charged accordingly if required:**

1. Additional care (other than watering) or replacement of plant material
2. Use of contractor's equipment – proposal is for Labor only
3. Price is subject to change if additional plant material is added to original scope proposed.
4. If services are required beyond September 16, 2021, the Town of Pound Ridge will be charged additionally at the rate of \$60/man per hour.

## STANDARD TERMS AND CONDITIONS

1. **AGREEMENT** – This Agreement between Pound Ridge Nursery & Garden Center, Inc. (“Pound Ridge”) and the Client identified herein, consisting of the Proposal to which these Standard Terms and Conditions (“Terms”) are annexed, constitutes the entire understanding between the parties with respect to the services described in the Proposal (“Services”). Any waiver modification or amendment of this Agreement shall be effective only if in writing and signed by an authorized representative of Pound Ridge. If any portion of this Agreement is held invalid or unenforceable, any remaining portion shall continue in full force and effect. Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than Client or Pound Ridge.
  
2. **TERMINATION** – Pound Ridge may terminate this Agreement for nonpayment by giving Client five (5) days’ written notice and opportunity to cure. Either party may terminate this Agreement for material breach following ten (10) days’ written notice and opportunity to cure. Termination of this Agreement for any reason shall not affect or minimize the respective rights, obligations and limitations of liability contained herein. The construction, interpretation and performance of this Agreement and all transactions relating thereto, shall be governed by the laws of the State of New York.
  
3. **CHANGES** – This Agreement may be modified only with the mutual consent of both parties. All changes must be made in writing and must be signed by the Client and Pound Ridge. Pound Ridge shall be entitled to additional compensation for work in the event that Pound Ridge experiences any increases in costs due to changes in the Services, or for additional work requested by Client, or changes in the manner or method of the Services, due to changes in schedule or circumstances not solely caused by Pound Ridge, or due to unknown Site conditions. Pound Ridge shall be compensated for all such additional work either (1) as previously agreed in writing by the parties; or (2) on a time and materials basis in accordance with Pound Ridge’s then current standard rates.
  
4. **ACCESS** - Client grants or shall obtain for Pound Ridge and its subcontractors, authority to enter the property upon which Pound Ridge’s Services are to be performed (“Site”), at Client’s sole expense.
  
5. **CLIENT INFORMATION** – Client must provide Pound Ridge with all available information pertinent to the project including, without limitation, surveys, wetlands studies and utility locations, and/or any other information necessary to complete the Services. Client understands that Pound Ridge is relying upon the completeness and accuracy of information supplied to it by Client in connection with the Services without independent verification. Client agrees to advise Pound Ridge of the existence of any hazardous substances, wastes or conditions affecting the Site or the Services.
  
6. **INSURANCE COVERAGE** – For purposes of performing the Services, Pound Ridge shall maintain Workers Compensation insurance in accordance with requirements of the state in which the Services are being performed, Commercial General Liability insurance with a combined single limit of \$1,000,000 per occurrence and \$2,000,000 in the aggregate for bodily injury and property damage, Automobile Liability insurance including owned and hired vehicles with a combined single limit of \$1,000,000 per occurrence for bodily injury and property damage.
  
7. **INDEMNITY BY POUND RIDGE** – Pound Ridge shall indemnify, defend and hold harmless Client against claims, demands and causes of action of third parties (including reasonable attorneys’ fees and costs of defense) for personal injury, disease or death, and damage of property arising during the performance of the Services to the extent caused by the negligence or willful misconduct of Pound Ridge. Pound Ridge’s aggregate liability under the above indemnity shall not exceed the recoveries under the types and limits of insurance set forth in these Terms.
8. **REMEDIES** – Neither party, nor their parent, affiliate or subsidiary, nor the officers, directors, agents, employees or contractors of any of the foregoing, shall be liable to the other in any action or claim for incidental, indirect, special, collateral, consequential, exemplary or punitive damages arising out of or related to the Services, including without limitation, loss of profits, loss of opportunity, loss of production, or loss of use. Any protection or limitation against liability for any losses or damages afforded any individual or entity by these General Conditions shall apply whether the action in which recovery of damages is sought is based upon contract, tort (including, to the greatest extent permitted by law the sole, concurrent or other negligence, whether active or passive, and strict liability



of any protected individual or entity), statute or otherwise. To the extent permitted by law, any statutory remedies inconsistent with these terms are waived.

9. **ENVIRONMENTAL CONDITIONS** – Client shall provide (or cause the Site owner to provide) Pound Ridge with the identity and location of all subsurface facilities and obstructions on the Site. Client agrees to waive any claims against Pound Ridge and to indemnify, defend and hold Pound Ridge harmless from any claims, demands or causes of action for damages to subsurface facilities or obstructions that are not accurately identified or located by Client or others. Client assumes responsibility for air, subsurface and/or ground pollution and environmental impairment from toxic substances or hazardous materials existing at the Site and shall indemnify and defend Pound Ridge from any claims, demands and causes of action of third parties related thereto, except where such claims, demands and causes of action are caused by the sole negligence or willful misconduct of Pound Ridge.

10. **PERMITS** – Client shall be solely responsible for obtaining all permits and authorizations necessary to allow Pound Ridge to perform the Services.

11. **INDEPENDENT CONTRACTOR** – All of Pound Ridge’s Services will be performed as an independent contractor.

12. **SUBCONTRACTORS** – POUND RIDGE may use one or more subcontractors, as necessary, to perform the Services or otherwise assign this Agreement without any further authorization from Client. Pound Ridge shall require of its subcontractors the same types and limits of insurance and indemnifications as required in these Terms.

13. **FORCE MAJEURE** – Pound Ridge shall have no liability for any failure to perform or delay in performance of the Services caused by circumstances beyond its reasonable control including, but not limited to, strikes, riots, wars, floods, fires, explosion, acts of nature, acts of government, labor disturbances, delays in transportation or inability to obtain material or equipment.

14. **PLANT WARRANTY** - All newly installed plant material will be guaranteed for one (1) year as of date of installation (less any animal damage of any kind, fungal or insect infestations (such as Boxwood blight, black spot, Aphids, etc., or acts of vandalism or negligence by others). This warranty does not apply to perennials, grasses, annuals, or sod/seed lawns. Relocated plant material and discounted plant material carries no warranty or guarantees.

15. **LIMITATION OF LIABILITY** – Except as provided in these Terms and to the greatest extent permitted by law, Client agrees that Pound Ridge’s aggregate liability to Client and others for any and all injuries, claims, demands, losses, expenses or damages, of whatever kind or character, arising out of or in any way related to the Services, shall be to the greater of the total amount of compensation received by Pound Ridge hereunder or the amount recovered from any and all sources of insurance and other third parties. The parties agree that in any dispute arising out of the Services, they will make a good faith effort to resolve the matter without litigation. Pending the outcome of such dispute resolution, both parties shall take immediate steps to mitigate any damages. Until such time as the dispute is resolved, Hudson reserves the right to suspend its Services and to notify Client of such in a timely manner.

16. **INVOICING AND PAYMENT** – If the Proposal does not include payment terms, then invoices will be issued periodically. Copies of supporting documentation will be provided upon Client’s request. Payments are due at the address appearing on the invoice within ten (10) days of each invoice date and Pound Ridge shall be entitled to apply a service fee of 1.5% per month (which equates to 18% per year) to balances beyond 30 days and to collect any fees and costs associated with collection of unpaid balances, including but not limited to reasonable attorneys’ fees and costs. If there is a disputed amount on an invoice, Client agrees to pay all undisputed amounts in the ten (10) day period. Any outstanding balance greater than sixty (60) days shall void any and all express warranties or guarantees (the parties acknowledging that there are no warranties or guaranteed implied in these Terms or the Proposal).

17. **ESTIMATE OF COSTS AND SCHEDULES** – If the Proposal contains an estimate of costs or schedule, same are for Client’s budget and planning assistance only. Cost and schedule estimates are based on Pound Ridge’s best judgment of the requirements known at the time of the Proposal and can be influenced favorably or adversely by Client needs, Site conditions, and other circumstances. Pound Ridge will endeavor to perform the Services and accomplish the objectives within the estimated costs and schedule, but in no event shall Pound Ridge’s estimate be interpreted as a not-to-exceed or fixed price.

18. **NEW YORK MECHANIC’S LIENS: FOR WORK PERFORMED IN THE STATE OF NEW YORK ONLY;** ANY CONTRACTOR, SUBCONTRACTOR, OR MATERIAL SUPPLIER WHO PROVIDES HOME IMPROVEMENT GOODS OR SERVICES PURSUANT TO YOUR HOME IMPROVEMENT CONTRACT AND WHO IS NOT PAID MAY HAVE A VALID LEGAL CLAIM AGAINST YOUR PROPERTY KNOWN AS A MECHANIC’S LIEN. ANY MECHANIC’S LIEN FILED AGAINST YOUR PROPERTY MAY BE DISCHARGED. PAYMENT OF THE AGREED-UPON PRICE UNDER THE HOME IMPROVEMENT CONTRACT PRIOR TO FILING OF A MECHANIC’S LIEN MAY INVALIDATE SUCH LIEN. THE OWNER MAY CONTACT AN ATTORNEY TO DETERMINE HIS OR HER RIGHTS TO DISCHARGE A MECHANIC’S LIEN.

19. **NEW YORK LIEN LAW: FOR WORK PERFORMED IN THE STATE OF NEW YORK ONLY;** HUDSON IS LEGALLY REQUIRED TO DEPOSIT ALL PAYMENTS RECEIVED PRIOR TO COMPLETION IN ACCORDANCE WITH SECTION 71-A(4) OF THE LIEN LAW OF THE STATE OF NEW YORK AND THAT, IN LIEU OF SUCH DEPOSIT, CONTRACTOR MAY POST A BOND, CONTRACT OF INDEMNITY OR IRREVOCABLE LETTER OF CREDIT WITH CLIENT GUARANTEEING THE RETURN OR PROPER APPLICATION OF SUCH PAYMENTS TO THE PURPOSES HEREOF.

\_\_\_\_\_  
John Gualtiere  
President – Pound Ridge Nursery & Garden Center, Inc.

\_\_\_\_\_  
Agent for: Town of Pound Ridge, NY

\_\_\_\_\_  
Date

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle  
**Date:** March 3, 2022  
**Re:** NorthStar Seasonal Special Use Permit Application

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NorthStar Restaurant recently submitted the attached Seasonal Special Use Permit application for outdoor seating, along with a letter of permission from the landlord.

Also attached is the permit granted to NorthStar in 2019. Please note that the Town Board hasn't issued any Seasonal Special Use Permits since 2019 because the relevant portion of the Zoning Code was suspended during the pandemic.

The current application asks that some amplified music be permitted in the outdoor seating area. I discussed this request with the applicant, and he indicated that all music would end by 10 pm and that any amplified music would be "on the low side."

The Code Enforcement Officer suggests that if the Board chooses to grant a permit allowing amplified outdoor music, it may want to require that the applicant return to the Board for a review of the permit in the event that more than a specified number of bona fide complaints (perhaps five or six) are received regarding noise levels.

TOWN OF POUND RIDGE - SPECIAL USE PERMIT APPLICATION

Date of application 3-1-22

TO: TOWN BOARD - TOWN OF POUND RIDGE

APPLICATION IS HEREBY MADE to the Town Board for the issuance of a Special Use Permit pursuant to Chapter 113, Article VIII of the Zoning Code of the Town of Pound Ridge, entitled Special Permit Standards, for the following:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPLICANT NAME: Northstar restaurant

ADDRESS: 85 Westchester Ave  
Pound Ridge NY

BUSINESS TELEPHONE NO: \_\_\_\_\_

Check one:  Owner  Lessee  Agent

Town Tax Map Property Location: Section \_\_\_\_\_ Block \_\_\_\_\_ Lot No. \_\_\_\_\_

If map, survey or a plan is required, please attach to this application, as required by VIII, Section 113-8.3

With respect to the Special Use Permit described and requested on Page 2, attached, please respond to the following:

1. If you are a lessee, has property owner been apprised of your request? If so, attach the property owner's letter of approval to this application.

2. Will use be seasonal? Yes  No   
If yes, what months? May - Oct What hours of the day? 5-11


3. Will equipment or furniture or materials of any kind, not normal to present operation, be required? Yes  No

4. Will the location and size of the use, nature and intensity of the operation involved, be in harmony with the district in which it is located? Yes  No   
(Article VIII, Section 113-8.2.1)

5. Will there be a noise or light factor that may impact neighboring properties: Yes  No  (Article VIII, Section 113-8.2.3) music ending by 10:00 PM

6. If the operation is located in a Planned Business District, will existing parking be adequate? Yes  No

Special Use Application for Northstar restaurant

  
Applicant's Signature

If the Town requires engineer, planning consultants or other professional assistance in reviewing this Special Use Permit application, applicant may be required to establish an escrow fee fund to pay the cost of such experts.

\_\_\_\_\_

For the Town Board:

1. Referred to Planning Board on \_\_\_\_\_
2. Public Hearing scheduled for \_\_\_\_\_
3. Escrow Deposit of \$ \_\_\_\_\_ posted \_\_\_\_\_

Town Board Approval \_\_\_\_\_ Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

CONDITIONS:

PERMIT NUMBER: \_\_\_\_\_

March 1, 2022

Al Mirin

BTE 85W LLC

203-977-3269

Almirin66@gmail.com

RE: North Star Restaurant

To whom it may concern ;

I am a managing member of BTE 85W LLC which is the owner of 85 Westchester Avenue in Pound Ridge NY.

We have given permission for North Star restaurant, the tenant occupying 85 Westchester Avenue to have outdoor entertainment.

Please email or call me at the number above if you would like to discuss further.

Thank you.

A handwritten signature in black ink, appearing to be 'Al Mirin', with a long horizontal flourish extending to the right.

Al Mirin

**Seasonal Special Use Permit**

**North Star Restaurant  
85 Westchester Avenue  
Pound Ridge, New York 10576**

**This permit is issued pursuant to Chapter 113, Article VIII of the Zoning Code of the Town of Pound Ridge**

**On April 11, 2019 the Town Board of the Town of Pound Ridge approved outdoor seating at the above premises during the months of April through October and between the hours of 5:00 p.m. and 11:00 p.m. providing there be no music amplification in the outdoor seating area. This is subject to revocation or suspension in the exclusive discretion of the Town Building Inspector in the event of the threat to the safety, health or welfare of Town residents, pedestrians, restaurant patrons and workers created by the Town's construction of the Towns' TEP Project.**

**By order of the Town Board  
Town of Pound Ridge  
Joanne Pace**

**Dated at Pound Ridge, New York  
April 15, 2019**

To: Town Board

From: Conservation Board c/o CSears

Re: Request to hang BANNER across Westchester Ave for upcoming Repair Café

**From Sunday morning April 3 to Saturday April 9 (removed by 5:00 pm)**

Final banner size is 20 feet wide x 3 feet tall. Double-sided with grommets.

Design layout:





**Nadine Ashby**

**Cell 914- 469 – 0815**

### **Theatrical and Film Production**

- \*Executive Producer – TVI - Assist in the development and production of Multi – Media Arts Project for Children’s Television Programming including inter-active, multi - platform educational materials (2006 – present)**
- \*Writer – Original Broadway Musical Production with Peter Howard (2004-2006)**
- \*Producer – “Song of the Guitar” Carnegie Hall, NYC (2005)**
- \*Writer – “Sleeping With Wainwright and Cohen” Chasama Theatre, NYC (2004)**
- \*Writer – Study Guides to accompany “Swamp Critters” produced by Bobby Goldsboro PBS/The Learning Channel (1997)**
- \* Line Producer/Assistant Director—“Hunger Strike in Northern Ireland” BBC/ PBS Series – “The Irish” segment 14**
- \* Associate Producer – Broadway – Belasco Theatre “An Almost Perfect Person” with George Hearne, Colleen Dewhurst**
- \* Associate Producer – Broadway – “The Last Minstrel Show” with Gregory Hines, Della Reese**

### **Television Production and Operations**

- \*Manager of Television Production – WNYC TV (1988 – 1994) managed and scheduled utilization of personnel, facilities and equipment. Produced several productions and managed news crew for Mayor’s office at City Hall (NYC)**
- \*WLYB TV - Director of Mass Communications Project – Lakeland and Yorktown School Districts. Developed and implemented Children’s Programming and Educational Curriculum for grades K-12. Developed and implemented television, computer technology, and educational curriculum within the N.Y. State Educational Standards. Provided educational services including workshops for teachers, parents, and community organizations.**

### **Educator/Visual Arts**

- \*Educator ---Worked with White Plains High School, Horace Greeley High School to develop Television and Education Curriculum to include Humanities, Literacy and English as a Second Language. Also taught Visual Arts including TV Camera Operations, Directing, Storyboarding, Drawing, Painting and Photography.**
- \*Educator ---Visual Arts - Pequenakonck Elementary School –North Salem School District (1994-2004) Developed curriculum to include Academic subjects with the Visual Arts. Curriculum developed and implemented for Gifted, Special Needs, Home-Schooled and English as a Second Language.**

### **Selected Judge and Blue Ribbon Panelist**

**National Academy of Television Arts and Sciences – Emmy Awards**

**Children's Programming, Daytime Programming  
International Academy of Television Arts and Sciences – International Emmy  
Awards - Children's Programming** (continue) .....

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**Education**

**Manhattanville College – Masters in Writing  
Manhattanville College – Masters in Liberal Arts  
Hunter College – BA in Art Education  
Certified in Art Education grades K – 12**

**Interests**

**Theatrical, Film and Video Production  
Drawing and Painting  
Sailing  
Animal Rescue – VP – Board of Directors Putnam Humane Society  
Equestrian and Visual Arts Instructor for the Disabled – Pegasus**

**References**

**David Sit – Vice President (PBS) McNeil-Lehrer Report  
Vilar Locasio – North Salem School District (ESL)  
James Heisey – Vice President of Development – Culinary Institute of America  
Jane Bryant Quinn – Newsweek Magazine  
Dr. Lee H. Novick – Ophthalmologist, Laguna Beach, CA**

**Contact information upon request**

# Derek McConnell



14 Doeview Lane • Pound Ridge, NY 10576 • Phone: 631-553-8621 • E-Mail: derekmcconnell22@gmail.com

## Objective

NABCEP-certified leader, learner, and professional with years of experience overseeing success at solar installation worksites and in college classrooms.

## Experience

Field Service Trainer, Sunnova Energy, Houston, TX

June 2021 - Present

- Trains Field Service Technicians in PV system troubleshooting and repair.
- Develops, creates, and delivers training content for new and existing Field Service Technicians on specific equipment and procedures.
- Guides and teaches New Field Service hires at weeklong on site New Hire Orientation at company headquarters in Houston.
- Identifies gaps in training and develops new training curriculum accordingly.

Associate Professor - ESL, Union County College, Cranford, NJ

2000-Present

- Taught writing, reading, and grammar courses full-time at the Institute for Intensive English.
- Developed Honors and Service Learning Courses as Coordinator for Experiential Education
- Attended, presented at, and organized workshops and conferences.
- Earned tenure in 2009. Promoted to Associated Professor in 2016.
- Served as Full-Time Faculty President since 2016.

Lead PV Installer, National Photovoltaics, Holbrook, NY

2003-2015

- Installed and serviced more than 70 grid-tied photovoltaic systems on Long Island, New York.
- Designed, supervised, and executed installation of rooftop and ground arrays, panel strings, and wiring to inverters for residential, commercial, and municipal clients.
- Liasoned between homeowners, electricians, and offsite construction manager to ensure overall job quality and customer satisfaction.
- Assisted electricians with wiring from arrays to inverters and from inverters into service panels.
- Trained new installers.
- Troubleshoot and repaired problems with existing systems.

Reading/Science Teacher, I.S. 302, Brooklyn, NY

1999-2000

- Helped 7<sup>th</sup> graders improve their reading and writing skills. Also taught 7<sup>th</sup> Chemistry and Physics.

Shipping Coordinator, Borders Books and Music, Kahului, HI

1997-1999

- Managed the flow of inventory. Also assisted with customer service and sales as lead clerk.



## PV Training

Sunwize Commercial PV, SMA Inverter, and Sales Training Workshops	April 2011
NABCEP Exam Training Course, Electrical Training Center, Copiague, NY	2010
Residential PV Systems Installation and Maintenance Course, SUNY Farmingdale	2005

## Education

Master in TESOL (Teaching ESL), SUNY Stony Brook,	2002-2003
Masters in the Art of Teaching English	1995-1997
B.A. Biology, University of Richmond, VA	1991-1995

## Skills and Interests

Passed NABCEP Certification Exam demonstrating PV installation, NEC code, and OSHA requirements in 2010. Recertified in 2014.

Proficient with a variety of power tools and computer applications.

Conversant in Spanish.

Have been coaching my three sons in Bedford-Pound Ridge Youth Baseball since 2017.

Member of Pound Ridge Recreation Advisory Board since Jun3 2021.

**Donna Marie Volpitta, Ed.D.**  
18 Threshing Rock Rd Pound Ridge, NY 10576

Phone: (203) 247-4198

Email: [dvolpitta@centerforresilientleadership.com](mailto:dvolpitta@centerforresilientleadership.com)

Website: [www.centerforresilientleadership.com](http://www.centerforresilientleadership.com)

**Professional Experience:**

2020- Present      **PATHWAYS TO EMPOWER, LLC, Founder & Director of Education**  
Designed first comprehensive framework to teach mental health literacy

2013- present      **THE CENTER FOR RESILIENT LEADERSHIP, LLC, Founder**  
Developed the Resilient Mindset Model, Pathways to Empower Curriculum, URBrand, and author, *Neuroworld*

2012- present      **THE RESILIENCE FORMULA, LLC, Co-Founder**  
Co-author *The Resilience Formula: A Guide to Proactive, Not Reactive, Parenting*

2010-2013      **UR URESILIENT, LLC, Founder**

**Teaching Positions:**

2002-2003      **TEACHERS COLLEGE, COLUMBIA UNIVERSITY**      New York, NY

1996-2000      **EAGLE HILL SCHOOL**      Greenwich, CT

1994-1995      **DEARBORN MIDDLE SCHOOL**      Roxbury, MA

1994      **SOLOMON LEWENBERG MIDDLE SCHOOL**      Mattapan, MA

1991-1993      **WEDIKO CHILDREN'S SERVICES**      Hillsboro, NH

**Publications:**

Volpitta, Donna M. & Eichler, Diane E. (in press) *The Neuroscience of Personal Branding*

Volpitta, Donna M. (2018) *Neuroworld*

Volpitta, Donna M. (2017) *Pathways to Empower Curriculum*

Volpitta, Donna M & Haber, Joel (2012) *The Resilience Formula: A Guide to Proactive, Not Reactive, Parenting.*

Volpitta, D.M. (2007). The changing face of education in Stamford. *Stamford Times* (Jan. 19)

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**Teachers with LD evaluate the risks and benefits of “coming out.”**  
*Excellence and Equity in Education.*

**Professional Presentations:**

**ATD, NYAIS (keynote), Young Child Expo, NYSPTA, NE Camp Conference, ASCD, NAEYC, NAREN, Learning and the Brain, Michigan Parenting Conference (Keynote), New England ATD, APA (poster session), EDCamp, and numerous presentations at various academic and corporate institutions.**

**Funded Projects:**

**US Department of Education Student Initiated Research Grant 2001-2002  
Award #H324B010039. (Doctoral Dissertation)**

**Board Positions & Professional Associations:**

**The Character Collaborative 2018-present**

**One Revolution Foundation 2010-present**

**Kids Helping Kids, 2012-present**

**NAEYC**

**Association for Talent Development, Southern Connecticut and New York Chapters**

**Nexus Youth Summit**

**Founding Member, The Global Presence Ambassador**

**Southern Fairfield Association for the Education of Young Children, 2009**

**Parent Advisory Board to the Director of Special Education Services, 2007-2010**

**Education:**

**1999-2005 TEACHERS COLLEGE, COLUMBIA UNIVERSITY  
Ed.D., Learning dis/Abilities**

**1993-1994 BOSTON UNIVERSITY  
Ed.M., Special Education Academic Honors: Pi Lambda Theta**

**1987-1991 MIDDLEBURY COLLEGE  
B.A., Psychology/ Sociology Departmental Honors, *Cum Laude***

**Certification: Elementary Education (K-6), Special Education (N-9)**

	Kevin	Les	Ali	Carla	Dan	Diane	Other
<b>Boards &amp; Commissions</b>							
Audit Bills				X			
Board of Assessment Review							N/A
Board of Ethics							N/A
Conservation Board				X			
Drug Abuse Prevention Council		X					
Economic Development Committee						X	
Energy Action Committee				X			
Housing Board					X		
Human Rights Advisory Committee			X				
Landmarks & Historic District					X		
OEM	X						
Old Pound Road Committee				X			
Open Space					X		
Planning Board				X			
Police Department	X						
Recreation Commission						X	
Water Control Commission		X					
Zoning Board of Appeals					X		
<b>Other</b>							
BCSDNY	X						
East of Hudson Watershed		X					
Environmental Initiatives Advisors							Elyse/Bill Harding
Fire District	X						
Insurance							Harvey Dann
Library Board	X						
New Dawn					X		
Westchester County Shared Services	X						
Sustainable Westchester				X			
WEMS							Dave Ryan
Wireless Communication						X	
Water Wastewater Task Force			X				