

**RESOLUTION TO APPROVE A REQUEST FOR GRANT FUNDING
FROM ASSEMBLYMAN CHRIS BURDICK
THROUGH THE STATE AND MUNICIPAL FACILITIES PROGRAM (SAM)**

WHEREAS, the Town of Pound Ridge is considering building a town community center for the use of recreation programs, arts, library-related functions, senior programs, and an Office of Emergency Management shelter;

AND WHEREAS, the Town of Pound Ridge is requesting funding for the construction of a new community center for public library, recreation center, office of emergency management, indoor/outdoor pool, senior programs and other facilities; Wi-Fi for the Town Park; additional free-standing shelters from inclement weather; and handicapped accessible platform for spectators for baseball field;

NOW, THEREFORE, be it resolved that the Town Board of the Town of Pound Ridge hereby approves the above-subject request; and it is hereby further

RESOLVED, that the Town of Pound Ridge Supervisor be authorized to execute all necessary agreements, certifications or reimbursement requests on behalf of the Town of Pound Ridge with NYS Assembly and the Dormitory Authority of the State of New York.

DATED: October 4, 2022
Pound Ridge, New York

Kevin Hansan, Town Supervisor

William R. Nemeth

SUMMARY

Dedicated and motivated Law Enforcement Officer with over 25 years of experience as a Trooper, Field Training Officer, Investigator, Sergeant and Senior Investigator, looking to continue service in Law Enforcement.

EDUCATION

Long Island University (C.W. Post Campus), Brookville, NY
Accelerated Master's Program (4 credits short) December 1996
Major: Criminal Justice / Psychology

Long Island University (C.W. Post Campus), Brookville, NY
Bachelor of Arts December 1994
Major: Criminal Justice

Nassau Community College, Uniondale, NY
Associate of Arts September 1992
Major: Criminal Justice

MILITARY SERVICE

United States Army, Fort Lewis WA July 86 – July 1989
47th Infantry Battalion (1989 Division Soldier of the Year)
2nd Ranger Battalion (Land, Sea and Air Special Operations)

PROFESSIONAL EXPERIENCE

New York State Police April 1997 -Present

New York Drug Enforcement Task Force (NYDETF) 2016 - Present
Currently assigned to the New York Drug Enforcement Task Force (NYDETF) as an Assistant Group Supervisor supervising members of the DEA, NYSP and the NYPD who are assigned to the group. Enforcing all laws related to Title 21 offenses, conducting narcotics and money laundering investigations.

High Intensity Drug Trafficking Area (HIDTA) 2013 - 2016
Promoted to Senior Investigator and supervised 11 members from the New York State Intelligence Center (NYSIC) and the Counter Terrorism Investigative Units (CTIU) who worked alongside the NYPD Intelligence Division and the Counter Terrorism Units. Charged with gathering and distributing information/intelligence related to narcotics and terrorism to areas of concern.

Manhattan District Attorney's Office (MDA) 2011 - 2013
Promoted to Sergeant. Investigated any crimes forwarded by the Manhattan District Attorney's Office or by the NYSP that had a nexus to Manhattan, NY.

Federal Bureau of Investigations (FBI) Major Theft Squad 2008 – 2011
Assigned as a Task Force Officer with the FBI, investigating all major crimes that had any nexus to New York City. Granted a Top-Secret Security Clearance by the Department of Justice (DOJ).

New York State Police Gun Investigations Unit (GIU) 2007 – 2008
Worked in conjunction with Alcohol, Tobacco and Firearms (ATF) investigating and conducting undercover operations relating to illegal guns in New York State.

New York State Police Bureau of Criminal Investigations (BCI) 2003 – 2007
Promoted to Investigator and investigated all crimes within the patrol area. Worked the "back rooms" of SP Hawthorne, SP Brewster and SP Somers.

New York State Police Uniform Trooper 1997 – 2003
Enforced all the laws of New York State. Patrolled and investigated any walk-in complaints or calls dispatched by Putnam County 911 or the NYSP radio control points.

Lord & Taylor Department Store – Manhattan, NY 1994 - 1997
District Loss Prevention Manager. Trained and supervised 27 uniform and plain clothes Store Detectives. Investigated all internal and external thefts and frauds.

KEY STRENGTHS

Crime Prevention	Crime Scene Management	Undercover Operations
Public Safety/Security	Community Relations	Report Writing
Criminal Investigation	Court Testimony	Intelligence Reporting
Suspect Apprehension	Team Leadership	Interview/Interrogation

WORK RELATED AWARDS / SCHOOLS / CERTIFICATIONS

Nominated NYSP-Troop K "Trooper of the Year" 4 separate years (1999, 2000, 2001, 2002)

Received the honor of NYSP-Troop NYC "Investigator of the Year" (2009)

1 - Superintendent's Commendation (revived an unconscious female by performing CPR)

37 - NYSP Troop K Commander's Commendations

23 - NYSP Troop K Zone Commander's Commendations

4 - Letters of Appreciation from private citizens

Crisis and Hostage Negotiator and NYSP Troop NYC Coordinator

Crime Scene Technician

Undercover Operations School

Wicklander and Zulaski Advanced Interview and Interrogation School

NYPD Homicide School and Investigations School

Hank Williams School of Policing School

Sex Offender Management School

Forensic and Adolescent Certified Interviewer

Crime Scene Management and Evidence Collection School

Cardiopulmonary Resuscitation (CPR) Certified

Outlaw Motorcycle and Gangs School

Active Shooter / Force on Force Response Training

Darren M. McNamara

NYPD Detective, Emergency Service Unit

Retired, decorated NYPD Detective with extensive experience in criminal investigation relating to Organized Crime VIP / dignitary protection; exceptional disaster management, emergency rescue and paramilitary leadership and deployment skills; demonstrated work ethic and sound judgement under high-pressure, high-stakes conditions for 23 years.

EXPERIENCE

FBI Task Force Officer, FBI/NYPD Joint Organized Crime Task Force –Russian Squad, 2020-Present

Conduct long-term investigations into Russian criminal enterprises, lead investigator of multiple Organized Crime groups conducting various frauds throughout the United States and overseas. Team leader of Federal and local agencies in multiple arrests and takedowns

Hostage Negotiator- member of NYPD-HNT

NYPD Emergency Service Unit, New York, NY

Detective (Specialist)

2007 to 2020

Police Officer

2005 to 2007

- **Disaster management and rescue**—provide first-line tactical assistance for large scale disaster scenes and rescue efforts, including the World Trade Center terrorist attack and US Airways Flight 1549 Hudson River landing
 - Vehicle extrications
 - Train accident extrications
 - Building collapse / trench / elevator rescue
 - High angle emergency rope rescues
 - Confined space rescue
 - Scuba rescue / recovery
 - Emergency psychology care
 - Suicidal jumper apprehension
 - Hazardous materials recovery
 - EMT care
 - WMD / evidence collection
 - Bomb Squad support
- **Dignitary / VIP protection**—provided protection for world leaders and dignitaries, including high-profile motorcade escorts; worked with the U.S. Secret Service, U.S. State Department, FBI and foreign protection agencies
- **High-risk warrant service, tactical entries and hostage rescue**—performed high risk warrant service of dangerous civilians; resolved standoffs and hostage situations with barricaded suspects as well as emotionally disturbed civilians who were violent and/or suicidal
- **Special weapons and tactics / Helicopter ops**—provided Counter Assault Teams (CAT) support

NYPD 44th Precinct, Bronx, NY

1998 to 2005

Police Officer

EDUCATION

University of Maryland-College Park, College Park, MD

BA in Psychology May 1998

Darren M. McNamara

NYPD Detective, Emergency Service Unit

CERTIFICATIONS/LICENSES

- Security***
- FBI Top Secret/Sensitive Compartmentalized Information security clearance
 - NYPD Hostage Negotiator Training- NYPD Detective Bureau
 - Specialized Protective Security Training Course—NYPD Intelligence Bureau
May 2014 to present
- Anti-terrorism***
- DHS LSU Counter—Terrorist WMD Tactical Operations—Performance Level
November 2007 to present.
 - NMT EMRTC Incident Response to Terrorist Bombing-Performance Level
March 2011 to present.
 - NMT EMRTC, Prevention/Response to Suicide Bombings Incidents—
Awareness Level Instructor
October 2007 to Present
- Rescue***
- P.A.D.I. Advanced Open Water Rescue—Scuba Diver
July 2005 to present.
 - ROCCO- High Angle Rescue Certified
June 2005 to present
- Psychology***
- Psychology Technician—John Jay College
October 2005 to present
- Forensics***
- DHS LSU WMD Response: Sampling Techniques and Guidelines—
Performance Level
June 2007 to present
- Medical***
- Emergency Medical Technician—Basic
April 2005 to present
- Hazardous materials***
- DHS—Advanced Chemical/Biological Integrated Response Course
November 2007 to present.
 - DHS FEMA—WMD Hazardous Materials Technician course
July 2007 to present.
 - DHS—WMD Radiological / Nuclear Haz-Mat Technician
August 2007 to present.
 - UNLV NNSA Radiological / Nuclear Awareness—Level Instructor
October 2005 to present.
 - UNLV NNSA WMD Responder Operations Radiological / Nuclear Course
November 2005 to present.
 - NYPD ESU Hazardous Materials Technician—E.P.A. 165.15

Many more training certificates available on request.

Melissa Trail

195 Upper Shad Road Pound Ridge, NY 10576

Melissaltrail@gmail.com

914 506 7967

Summary

I am an organized and independently driven worker with strong time management skills. I learn quickly and pride myself on accomplishing tasks in an efficient and precise manner. Dedication to this work ethic in combination with enthusiasm for competitive swimming and recreation allows me to create a positive, friendly, and successful work environment for my coworkers, youths and adults.

Education

Fox Lane High School 2007-2011

University at Buffalo 2011-2014

SUNY Purchase 2015-2016

Fox Lane Swim and Dive Team 2006-2011

Student Athlete Division 1 University at Buffalo Swim and Dive Team 2011-2014

Student Athlete - SUNY Purchase 2015-2016

Experience

City of White Plains Recreation & Parks - Recreation Leader

Sept 2021-Present Day

Responsible for implementing recreational and leisure activities/programs. Responsive to the needs and interests of various age groups, utilizing available parks, fields and facilities. Currently the supervisor for Youth Instructional Soccer, Youth Instructional Basketball, all year round Swim Lessons, Gardella and Kittrell Pools, Dog Park Event, Dog Swim Event, Art Festival, assisted with the creation of our Spring/Summer Guide, registration and programing in Community Pass, hiring of employees, fliers to the public and schools, Social Media outreach on Facebook and Instagram and working closely with other departments such as Department of Public Works to ensure our community needs are met.

Parks and Recreation Advisory Council - Pool Sub Committee

Lewisboro Recreation

November 2019-Present Day

Responsible for discussing the needs and issues that need to be addressed at Lewisboro Town Pool. After discussion with fellow committee members we would submit our meeting notes to the Town Supervisor and Superintendent of Recreation for further discussion.

Corresponding Secretary for Northern Westchester Swim Conference

January 2021-Present

Responsible for A and B Meet scheduling of 25 NWSC teams, creating contact list, all NWSC email communication and updating the NWSC constitution. On the Rules and Procedure committee.

Assistant Pool Director

Pound Ridge Recreation, Pound Ridge, NY

2019-2021

Lead guards to improve safety skills and swimming skills. Conduct drills and safety training multiple times a week. Created a fair and safe work environment for workers and patrons. Worked with the Pool Director on Guard communication and scheduling. Scheduled and conducted swim lessons program and camp swim lesson in 2020.

Fox Lane Head Swim & Dive Coach

Fox Lane High School, Bedford NY

2020-Present Day

Head coach for ages 12-18. Parents and swimmers connection, communication and fundraising. Strong focus on team stigma, what it means to be a good teammate and focus on mental health. Worked with school to schedule meets and buses, and ordered team gear. Communicated with parents and swimmers about expectations, registration, meets, and training through a team app.

Storm Aquatics

Saw Mill Club East

2019-Present Day

Assistant coach to Senior Team ages 12-18 and Assistant coach to Lightning ages 8-12. Administration work with Team Unify, registration, team billing, meet entries, USA Swimming, communication and social media.

Head Swim, Dive & Pre-Team Coach

Pound Ridge Recreation, Pound Ridge, NY

2013-Present Day

Head Coach for kids ages 5 to 18. Organized all functions for the team including daily practices, meets and team events such as car washes and Swim A Thons. Partnered with assistant coaches to accomplish common goals set for the team. Daily communication with swimmers and parents either in person or via email in a timely manner. Set standards for coaches, parents and swimmers. Strong focus on team stigma, what it means to be a good teammate and what we can do to give back to your community.

Associate Director, Head Age Group Coach

New Canaan YMCA

September 2016-2019

In charge of evaluations and communication with parents either in person or via email on swimmers progress. Administration work; communication, meet entries, billing and website. Focus on skill development, technique, starts, turns, pacing, reaction time, race strategies, practice and race habits. Teaching competitive swimming and life skills through the four YMCA Core Values; Respect, Honesty, Responsibility, Caring.

MEMORANDUM

To: Town Board
From: Erin Trostle
Date: September 20, 2022
Re: Front Desk Staffing

Following up on my previous memo, I would like to propose a temporary staffing plan for the front desk that would run through the end of 2022.

For the time being, Marie Lazaro is available to cover the front desk 12 hours/week on Monday, Wednesday, and Friday afternoons. The Deputy Town Clerk, RJ Sour, is willing to expand his hours from 17.5 hours/week to approximately 24.5 hours/week and to spend all 24.5 hours at the front desk through year end. (Total coverage requirement is 37.5 hours/week, but the schedule would be such that RJ would only take lunch breaks on Tuesdays and Thursdays.) If this change could be implemented as of October 5, the cost would not exceed \$2,500.

Although I would continue to oversee reception scheduling and would provide backup coverage if necessary, this plan would relieve me of the obligation to serve as the receptionist on a regular basis, enabling me to start to make up for some of my lost productivity during 2022.

Please note that this scenario would only be a short-term solution, since it allocates all the Deputy's time to Reception. A long-term staffing plan would need to provide not only front desk coverage but also administrative support in the Town Clerk's office. I hope we can work together to accomplish that in the context of the budget process.

In the meantime, I respectfully request that you allocate up to \$2,500 for additional front desk coverage.

ET

Town Clerk's Office

MEMORANDUM

To: Town Board
From: Erin Trostle
Date: September 28, 2022
Re: Cemetery Plot Sale

Please approve the sale of Plot 243 in Section 3 (two gravesites) to Pound Ridge residents Jeffrey and Elizabeth Klotz, of 8 White Birch Road South, at a price of \$2,000.00.

Town Clerk's Office

MEMORANDUM

To: Town Board
Cc: Chris Boey
From: Erin Trostle
Date: September 28, 2022
Re: Halloween Walk Special Event Permit Application

The Friends of Pound Ridge have submitted a Special Event Permit Application for a Halloween Fest, which is scheduled for Sunday, October 30, 2022 in the Town Park. Chief Tom Mulcahy, Building Inspector Jim Perry, and I have suggested that approval be subject to the conditions listed in the attached review summary.

APPLICATION REVIEW SUMMARY – HARVEST FESTIVAL

APPROVAL	DEPARTMENT	CONDITIONS/COMMENTS	TOWN RESOURCES	COSTS
Conditional	Police	<ul style="list-style-type: none"> • Parking is limited to the Town Park lot. • Friends of Pound Ridge will be responsible for coordinating parking. • One officer will be assigned to assist with traffic control in front of the Town Park. 	One officer for traffic control	\$367.28
Conditional	Building	<ul style="list-style-type: none"> • Tent permit required if tent larger than 10' x 10' • Crowd control plan required • Alcohol control plan required • Address ADA compliance • Submit all maps and plans to Building Department for approval 	Building Inspector	\$0
Conditional	Town Clerk	<ul style="list-style-type: none"> • Appropriate permits/licenses (Westchester County Department of Health, New York State Liquor Authority, etc.) for food and beverage vendors. 	N/A	N/A

TOTAL COST:	\$367.28
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SPECIAL EVENT APPLICATION REVIEW

EVENT: HALLOWEEN FEST 2022 DATE: 10/30/22

I have reviewed the Special Event Permit Application for the event indicated above.

SIGNATURE: [Signature] NAME: JAMES H. PERRY

DEPARTMENT:

- POLICE DEPARTMENT BUILDING DEPARTMENT FIRE DEPARTMENT
 MAINTENANCE DEPARTMENT RECREATION DEPARTMENT EMERGENCY SERVICES
 HIGHWAY DEPARTMENT OTHER (PLEASE SPECIFY): _____

APPROVAL/CONDITIONS:

- APPROVED DISAPPROVED

APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:

TENT PERMIT REQUIRED
CROWD CONTROL PLAN REQUIRED
ALCOHOLIC CONTROL PLAN
ADA COMPLIANT
SUBMIT ALL MAPS & PLANS TO BUILDING DEPT

FOR TOWN DEPARTMENTS ONLY:

STAFFING NEEDED: _____	STAFFING COST: _____	\$
EQUIPMENT NEEDED: _____	EQUIPMENT COST: _____	\$
OTHER COST ITEMS: _____	OTHER COST: _____	\$
	TOTAL COST: _____	\$

Please return completed review forms to the Town Clerk (townclerk@townofpoundridge.com).



SPECIAL EVENT APPLICATION REVIEW

EVENT: Halloween Fest 10/30/22 DATE: 9/26/22

I have reviewed the Special Event Permit Application for the event indicated above.

SIGNATURE: [Signature] NAME: Thomas D. Mulcahy

DEPARTMENT:

- POLICE DEPARTMENT
- BUILDING DEPARTMENT
- FIRE DEPARTMENT
- MAINTENANCE DEPARTMENT
- RECREATION DEPARTMENT
- EMERGENCY SERVICES
- HIGHWAY DEPARTMENT
- OTHER (PLEASE SPECIFY): _____

APPROVAL/CONDITIONS:

- APPROVED
- DISAPPROVED

APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:

Splice w/ Chris Booy - Parking is being limited to those spots at Town Park and they are responsible for coordinating parking at the event. The Police Department will staff one officer to assist with traffic control in front of Town Park.

FOR TOWN DEPARTMENTS ONLY:

STAFFING NEEDED:	<u>1 officer for traffic</u>	STAFFING COST:	<u>\$ 367.28</u>
EQUIPMENT NEEDED:	<u>(8x4)</u>	EQUIPMENT COST:	<u>\$</u>
OTHER COST ITEMS:	_____	OTHER COST:	<u>\$</u>
		TOTAL COST:	<u>\$ 367.28</u>

Please return completed review forms to the Town Clerk (townclerk@townofpoundridge.com).



SPECIAL EVENT PERMIT APPLICATION

Pursuant to Section 91 of the Town Code, a Special Event Permit is required for any sale, festival, or other special event that is conducted on Town property; that exceeds the building envelopes in the Business District; or that significantly impacts available public parking, vehicular or pedestrian traffic, or access to public roads.

However, please note that events in the Town Park or at Conant Hall consistent with the designated purpose of those facilities require only a Recreation Department activity permit or a rental agreement, respectively.

Special Event Permit applications and supporting materials must be submitted to the Town Clerk a minimum of sixty days before the event. After reviewing the application, the Town Clerk presents it to the Town Board for approval, which may be subject to conditions that must be met before a permit can be issued. A permit must be issued before the start of the event.

Please direct questions to the Town Clerk (townclerk@townofpoundridge.com; 914-764-5549).

INSTRUCTIONS FOR APPLICANTS

1. Complete as much of the **Special Event Permit Application** form as you can. There may be some details that will not be available when you submit your application.
2. Prepare a **Site Plan**. You may choose to include parking and traffic information on the site plan or to provide a separate **Traffic/Parking Plan**.
3. Complete the **Weather Plan**.
4. If your event will include vendors, complete the **Vendor List** form. If you don't have complete information on all vendors, provide the information you do have.
5. Send the application and other documents to departmental and other reviewers, along with the **Special Event Application Review** form. The form lists town departments and others who may need to review your application. If you aren't sure who should review your application, please call or email the Town Clerk. Reviewers can return the completed forms to you or send them directly to the Town Clerk.
6. Submit your application and supporting documents to the Town Clerk.

- 9. If approval is conditional, provide documentations that the conditions have been met in order to receive a permit.

APPLICANT INFORMATION

The **applicant** is the individual, group, or entity organizing the event. Examples of applicant **type** include nonprofit organization, town board or commission, school club, etc.

Applicant name: Friends of Pound Ridge
 Applicant type: 501(c)(3)
 Address: P.O. Box 41
 Pound Ridge, NY 10576
 Mailing address:
 Phone number:
 Email address: chris@boey.com

EVENT INFORMATION

In addition to indicating event **type** (eg, street fair, festival, road race, parade, concert, etc.), please provide a detailed event description. Examples of event **purpose** include fundraising, promoting awareness, providing education, building community spirit, promoting local businesses, etc. **If the event is a fundraiser, the purpose should include information about how the resulting funds will be used.** Identify all locations where event activity will take place, including parking.

Event name: Halloween Fest 2022
 Event type: Family Halloween Event
 Description: Trunk or Treat/Chili and Rib Cook off / Wiffle ball Tourney
 Purpose: Fundraiser for PRES
 Event date: 10/30/22 Alternate date: n/a
 Event start time: 11am Event end time: 2pm

Setup start time: Setup end time:
 Takedown start: Takedown end:
 Location(s):
 On private property? Yes No
 Parking location(s):
 On private property? Yes No
 Road closure(s) requested:
 Closure times requested:
 Admission fee? Yes No
 Parking fee? Yes No

VENDORS/LICENSES

If the answer to any of the questions below is yes, you must also complete the *Vendor/License Information Form*. If you are unable to complete the form at the time application is submitted, please note that a complete form will be required before the permit can be granted.

Will the event include food and/or beverage vendors?
 Yes No Number, if any

Will any food or beverages be served without charge in conjunction with the event?
 Yes No

Will the event include non-food vendors?
 Yes No Number, if any

Will the event include alcoholic beverage vendors?
 Yes No Number, if any

Will any alcohol be served without charge in conjunction with the event?
 Yes No

Will the event include gambling of any kind?

Yes No

CONTACTS

Primary contact name: Chris Boey/Stephanie Schneider
Cell phone number: 646.483.3899/9143483.9151 Email address: chris@boey.com/sjschneider77@gmail.com

Event day contact name: Same
Cell phone number: Email address:

Weather contact name: same
Cell phone number: Email address:

LOGISTICS

CROWD MANAGEMENT

Anticipated attendance: 600
Describe crowd control plan:
Describe perimeter control plan:
Emergency services be present? Yes No Yes No
Will event be ADA compliant? Yes No

VOLUNTEERS

Indicate number of 30 plus

volunteers:

Describe role(s) of volunteers:

Trunk or Treat cars, wiffle ball coordinators, set up/break down

SANITATION/GARBAGE

Portable toilets provided?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If so, how many?

[Redacted]

Garbage/recycling bins provided?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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Describe garbage/recycling plan:

As provided in park

NEIGHBORHOOD IMPACT/NOTIFICATION

Will there be noise impacts?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If so, will there be amplified music?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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Will there be light impacts?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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Have neighbors been notified?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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STRUCTURES/SAFETY

Tents or canopies?

<input checked="" type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If yes, please describe:

Standard FoPR tent set up we usde at most events

Stage or other structures?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If yes, please describe:

[Redacted]

Fireworks or open flame?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If yes, please describe:

[Redacted]

UTILITIES

Water access needed? Yes No

If yes, please describe:

[Redacted]

Electricity needed? Yes No

If yes, please describe:

For crock pots

WiFi access needed? Yes No

If yes, indicate number of users:

[Redacted]

PROMOTION

Banner permission requested? Yes No

If so, indicate location and dates:

[Redacted]

Other signage? Yes No

If so, please describe:

Banner stand at front of park, standard FoPR reusable yard signs

TOWN RESOURCES

Town bus needed? Yes No

If so, please indicate time period:

[Redacted]

Barricades or cones needed? Yes No

If so, please specify:

[Redacted]

Other town-owned property needed?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If so, please specify:

OUTSIDE RESOURCES

Outside bus transportation?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If so, please describe:

Outside parking assistance?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If so, please describe:

Other outside resources?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If so, please describe:

SUPPORTING DOCUMENTS

Please indicate which supporting documents you are providing, including review forms being submitted directly by the reviewers.

MAPS/PLANS

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Event map (may incorporate parking/traffic plan)
<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Parking/traffic plan (may be separate from event map)
<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Weather plan
<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Vendor List (and applicable licenses or permits)

REVIEW FORMS

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Police Department review form
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Highway Department review form
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Maintenance Department review form

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Building Department review form
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Recreation Department review form
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Fire Department review form
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	EMS review form
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Other review form

LEGAL DOCUMENTS

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Insurance certificate(s)
<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Indemnity agreement(s)
<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	Permits/Licenses (other than for vendors)

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	OTHER (specify): <input type="text"/>
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DEPOSITS/FEES

Damage deposit paid (indicate amount):

Waiver requested: Yes No

Application fee paid (indicate amount):

Waiver requested: Yes No

ENDORSEMENT

I certify that I have reviewed all application materials and that the information contained therein is, to the best of my knowledge, accurate and truthful.

I understand that Town Board approval of my application does not constitute a permit; that if the application is approved, I must meet any and all conditions specified by the Town Board before a permit can be issued; and furthermore, that under no circumstances may the event take place unless and until a permit has been issued.

Christopher Boey

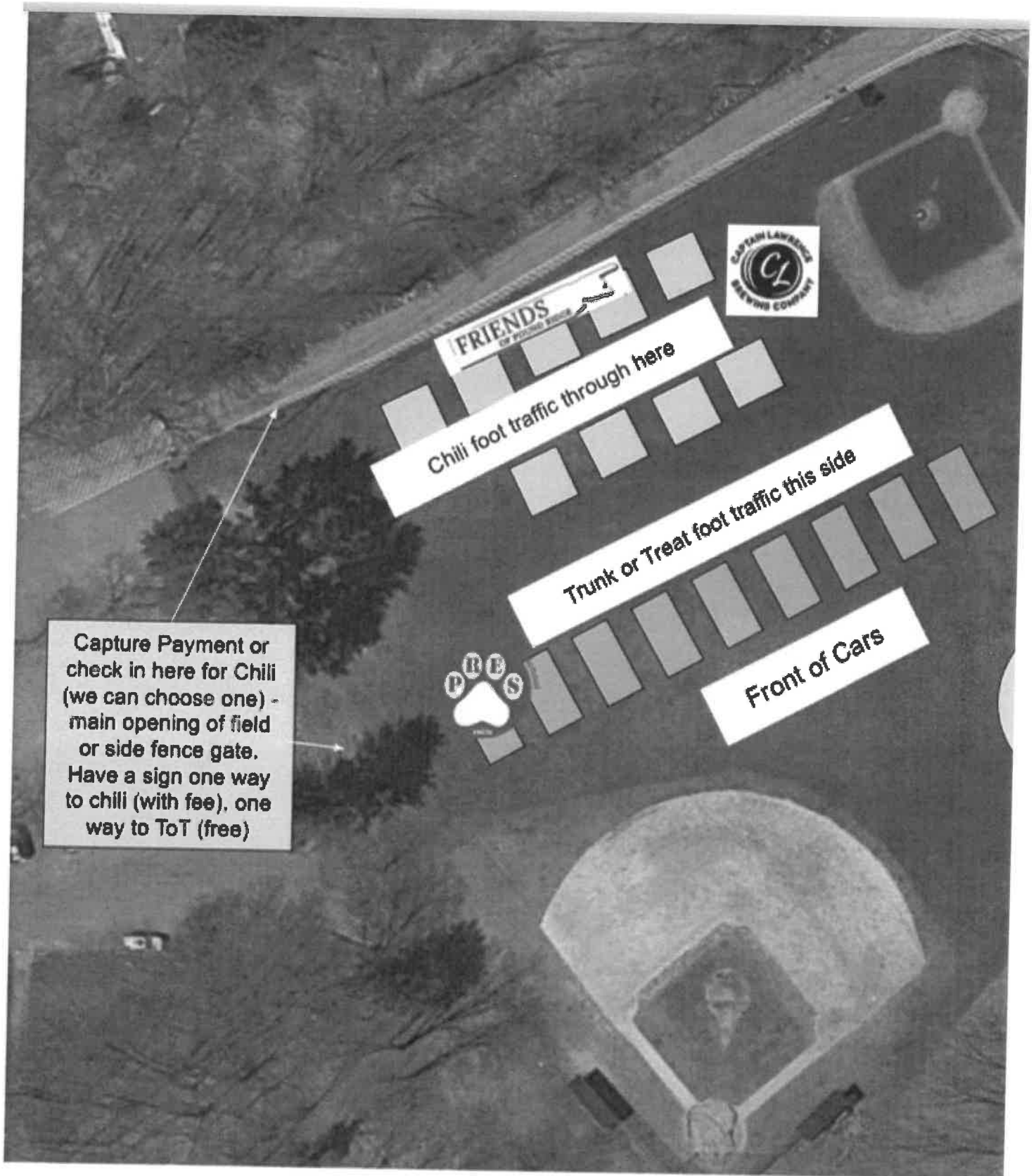
Sept 19, 2022

(signature)

(date)

Christopher Boey

(printed name)



scheduled for October 30 at Pound Ridge Town Park.

Please let us know if you have any questions.
Thanks.

Special Event Permit Application

New York State Liquor Authority

Landlord Authorization Form

Date(s) of event: October 30, 2022

Name of Applicant: Friends of Pound Ridge

Venue Name: Pound Ridge Town Park

Venue Street Address: 199 Westchester Avenue

Venue City and zip code: Pound Ridge, Ny 10576

By my signature, I acknowledge that I am the landlord/owner of the applied for premises, or that I am a duly authorized representative of the landlord/owner, to sign this landlord authorization form. I hereby grant permission for the sale or services of alcoholic beverages by the applicant for consumption on said property.

Print Name of Landlord/Owner

Print Your Name and Title

Signature & Date

Town of Pound Ridge



October 4, 2022

Mr. Vincent Bradley, Chairman
Alcoholic Beverage Control
New York State Liquor Authority
PO Box 3796
New York, NY 10008-3796

Re: Special Event Permit Application for the Pound Ridge Harvest Festival

Dear Chairman Bradley:

I write to you in support of the Special Event Permit Application that is being submitted to you for the Halloween Fest on October 1, 2022. This is a community event that will take place in the Pound Ridge Town Park, which is governed through its Town Board and policed by its local Police Department. This location was previously licensed by this organization on October 2, 2021.

The group sponsoring the event, "Friends of Pound Ridge," with the approval of the Town, will be securing the required insurance for the event. Because the Town of Pound Ridge has no "open container law," there is no need for us to execute the requested waiver.

Accordingly, on behalf of the Town Board, I am providing this letter of support for the application for this required liquor license.

Please contact Town Clerk Erin Trostle at (914)-764-5549 for any clarifying information on this matter.

Sincerely,

Kevin Hansan
Town Supervisor

From: [Carolynn Sears](#)
To: [Nicole Engel](#)
Cc: [Marilyn Shapiro](#); [Ellen Grogan](#)
Subject: Request to hang banner
Date: Monday, September 12, 2022 10:44:42 AM

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To: Town Board

From: Conservation Board c/o Marilyn Shapiro

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

From Sunday morning Oct. 9 to Saturday Oct. 15 removed by 5:00 pm)

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

Design layout:

<!--[if !vml]-->



<!--[endif]-->