

**Town of Pound Ridge Highway Dept.**

**MEMO**

**Date: April 17, 2024**

**To: Town Board**

**From: Highway Dept.**

**Members of the Board,**

**This memo is to get your permission purchase 3 items, the first is a set of screens for one of our spreader bodies, the price for this is \$3214.86 this will come out of budget line 5142.004. The second item is a piston for one of our dump trucks, I don't have an exact price because we don't know what the shipping is going to be, so I would like to have approval not to exceed \$6000.00, this will also come out of budget line 5142.004. The third is the sweeper rental for \$ 9317.00 ,this will come out of 5130.201**

**Thanks, Vinnie Duffield**

**Highway Supt.**

**REQUEST FOR QUOTES (RFQ) FOR  
FOR PHASE 1A ARCHAEOLOGICAL SURVEY  
FOR THE TOWN OF POUND RIDGE  
199 WESTCHESTER AVENUE SITE**

**PROPOSAL DUE:**

**MAY 28, 2024  
4:00 PM**

**SUBMIT PROPOSAL TO:**

**OFFICE OF THE TOWN CLERK  
TOWN OF POUND RIDGE  
179 WESTCHESTER AVENUE  
POUND RIDGE, NY 10576**

## INSTRUCTIONS & INFORMATION

- The Town of Pound Ridge, Westchester County, New York (“Town”) is issuing a request for quotes (RFQ) from qualified archaeological firms (“Consultants”), licensed in New York State, to provide a Phase 1A Archaeological Survey for the Town’s site at 199 Westchester Avenue, Town of Pound Ridge, New York (“Project”). Qualified Consultants shall have ample experience and expertise in all aspects of archaeological consulting, cultural resources, and field investigations.
- Copies of the State Historic Preservation Office (SHPO) letter requesting a Phase 1A Archaeological Survey and a sketch plan with the Area of Proposed Effect (APE), are available to interested Consultants for review at the Office of the Town of Pound Ridge Clerk or the Town’s website.
- Sealed proposals must be received at the Office of the Town Clerk, Town of Pound Ridge, 179 Westchester Avenue, Pound Ridge, NY 10576 until 4 pm on May 28, 2024. One additional copy of the sealed proposal should be sent to the Office of the Town Engineer, Pitingaro & Doetsch Consulting Engineers, P.C. (“Town Engineer”), 15 Industrial Drive, Suite 2, Middletown, NY 10941 before 4 pm on May 28, 2024.
- Any and all addenda pertaining to this particular RFQ will be issued via email. It is incumbent upon all potential Contractors to view all released addenda prior to the RFQ close date. If you obtain the RFQ documents and decide you are interested in submitting a response, please email Linda Kump ([lkump@panddengineers.com](mailto:lkump@panddengineers.com)) at Pitingaro & Doetsch Consulting Engineers, P.C. and copy the Town of Pound Ridge Town Clerk ([townclerk@townofpoundridge.com](mailto:townclerk@townofpoundridge.com)), providing the following information:
  1. Consultant Name
  2. Consultant Contact Name
  3. Address
  4. Phone Number
  5. Email Address – **All addenda will be issued via email**
- One (1) copy of the proposal must be received by the Town Clerk in a sealed envelope, designated as **“QUOTE – 199 WESTCHESTER AVENUE PHASE 1A ARCHAEOLOGICAL SURVEY”** with the name and address of the Consultant clearly indicated on the outside of the envelope, on or before 4 pm on May 28, 2024 addressed to the Town Clerk, Town of Pound Ridge, 179 Westchester Avenue, Pound Ridge, NY 10576.
- One (1) copy of the proposal must be received by the Town Engineer in a sealed envelope, designated as **“QUOTE – 199 WESTCHESTER AVENUE PHASE 1A ARCHAEOLOGICAL**

## INSTRUCTIONS & INFORMATION

**SURVEY”** with the name and address of the Consultant clearly indicated on the outside of the envelope, on or before 4 pm on May 28, 2024.

- The Town reserves the right to waive any informalities or reject any and all proposals where such is in the best interest of the Town.
- Consultants are responsible for submitting their proposals to the appropriate locations at or prior to the time and date as stated in the RFQ. No proposals will be accepted after the designated time or date indicated. It is recommended that proposals be submitted in advance to allow for timely receipt. Delay in mail delivery is not an exception to the receipt of a proposal.
- The following are required as part of a proposal submission:
  1. Consultant Statement of Qualifications
  2. Proposal Price Form
  3. Statement of Non-collusion
- Written questions concerning this RFQ shall be submitted to the office of the Town Engineer. Questions shall be submitted to Linda Kump at [lkump@panddengeers.com](mailto:lkump@panddengeers.com) with the Town of Pound Ridge Town Clerk copied ([townclerk@townofpoundridge.com](mailto:townclerk@townofpoundridge.com)) on or before May 21, 2024. The subject line of the email shall include “199 WESTCHESTER AVENUE PHASE 1A ARCHAEOLOGICAL SURVEY.” Only written responses to questions will be considered official. Written responses will be issued via addendum to all Consultants who have provided a valid email address to the Office of the Town Engineer.
- Should a Consultant find any discrepancies or omissions in this RFQ, they shall notify the Town Engineer at once. The Town does not assume responsibility for any oral instructions or interpretations of meaning of the RFQ documents to any Consultant by any person(s).
- The following tentative schedule has been established for the selection and contracting process. It is subject to change by the Town.

<b>Event</b>	<b>Date</b>
Release of Request for Quotes (RFQ)	May 10, 2024
Deadline for Questions	May 21, 2024
Quote Due Date	May 28, 2024
Consultant Selection	June 4, 2024 (anticipated)

## INSTRUCTIONS & INFORMATION

- Consultant shall maintain in full force and effect during the term of the Project and at the Consultant's expense the minimum insurance coverages listed below. Upon Project award, insurance certificates in connection with the Project shall be furnished and shall contain the name of insured (Consultant), address of insured (Consultant), issue date of certificate, name of insurance company, policy number, inception and expiration dates, limits of liability for all policies, type(s) of coverage(s) in effect and location and description of work. The Town of Pound Ridge and Pitingaro & Doetsch Consulting Engineers, P.C. shall be listed as additional insured. The Consultant agrees to indemnify the Town of Pound Ridge and Pitingaro & Doetsch Consulting Engineers, P.C. for any applicable deductibles and self-insured retentions.
  1. Comprehensive General Liability, including operations-premises liability, contractor's protective liability, contractual liability and products/completed operations
    - Bodily Injury Liability: \$1,000,000 each occurrence; \$2,000,000 aggregate
    - Property Damage Liability: \$1,000,000 each occurrence; \$2,000,000 aggregate
  2. Automobile Liability, including owned, hired and non-owned
    - Bodily Injury Liability: \$1,000,000 each person; \$1,000,000 each accident
    - Property Damage Liability: \$1,000,000 each accident
  3. Worker's Compensation & Disability Insurance
    - Limit \$500,000 or State-mandated statutory limit, as applicable
  4. Umbrella Insurance
    - Limit \$1,000,000
- Contractual Liability: The Consultant shall at all times indemnify and save harmless the Town of Pound Ridge and Town Engineer and their respective officers, agents and employees on account of any and all claims, damages losses, litigation, expenses, counsel fees and compensation arising out of injuries (including death) sustained by or alleged to have been sustained by the officers, agents and employees of said Town or Town Engineer, or the Consultant or their subcontractors, and from injury including and from injuries (including death) sustained by or alleged to have been sustained by the public, any or all persons on or near the work, or by any other person or property, real or personal (including property of said Town or Town Engineer) caused in whole or in part by the acts, omissions or neglect of the Consultant including but not limited to any neglect in safeguarding the

## INSTRUCTIONS & INFORMATION

work or through the use of unacceptable materials in constructing the work of the Consultant, any subcontractor, materialmen or anyone directly or indirectly employed by them or any of them while engaged in the performance of the Project, including the entire elapsed time from the date ordered to start work or the actual start whichever occurs first until completion of the guarantee period, as certified by the Town or the Town Engineer.

- **Laws and Regulations:** The Consultant's attention is directed to the fact that all applicable Federal, State and Local laws, and the rules and regulations of all authorities having jurisdiction over execution and performance of the proposal and contract, shall apply to the Contract throughout, and they will be deemed to be included in the Contract the same as though herein written out in full.
- **Applicable New York State Labor Laws:** The Consultant and each and every subcontractor performing work at the site of the project to which this Contract relates shall comply with the applicable provisions of the Labor Laws of the State of New York and particularly Article 8 thereof. The Consultant and each and every subcontractor performing work at the site of the project to which this Contract relates shall comply with the applicable provisions of Part 53 Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York (12NYCRR53) Industrial Code Rule 53 and any amendments thereto.
- **In the hiring of employees for the performance of work under this Contract or subcontract,** neither the Consultant, nor any subcontractor, shall by reason of race, age, gender, religion, nationality, sexual orientation or color discriminate against any citizen of the State of New York who is qualified and available to perform the work to which the employment relates, nor shall the Consultant, any subcontractor, or any person acting on behalf of the Consultant or subcontractor discriminate in any manner against or intimidate any employee hired for the performance of work under this Contract on account of age, race, creed, color, sexual orientation, national origin or gender, in accordance with Executive Law 296, Sections 20 through 23.

**Note:** Where any form of the pronoun "they" (e.g. "their," "theirs," "them," etc.) is used to reference Consultant, that pronoun shall be understood to be singular and gender-neutral.

## **SCOPE OF WORK**

### **INTRODUCTION**

The Town of Pound Ridge (“Town”) is soliciting proposals from qualified professional archaeological consulting firms (“Consultants”) for a Phase 1A Archaeological Survey for the Town’s site at 199 Westchester Avenue, Town of Pound Ridge, New York (“Project”).

The project consists of construction of a multi-use path to allow access to property recently obtained by the Town. The path will serve to provide better access to the Town Park for local residents and additional opportunities for outdoor recreation. This portion of the path is critical to the overall future path purpose which is to connect the newly acquired parcel to the Town Park and the existing path that extends into Scotts Corners, a Hamlet in the Town of Pound Ridge.

The 26.63+/- acre site, consisting of two parcels, is located just north of the Pound Ridge Town Park, and it consists of mainly forest. The site is located in the Residential (R-2A) Zoning District.

An original SHPO submission was accepted, and a Phase 1A Archaeological Survey is recommended due to the site being in an archaeologically sensitive area.

To begin development of the trails, the existing site will be cleared where the path is proposed. A 400’-long proposed paved trail will connect to the existing multi-use path. From there, an unpaved trail is proposed to continue north from the proposed paved trail until Old Pound Road. There will be four crushed stone rest areas at different locations within the trail. The final design may be modified from that which is described herein based on the findings of the archaeological survey as well as further site investigations and other considerations during the design development phases.

The following is a summary description of the anticipated Project tasks. This information is provided as a framework for Consultant Statements of Qualifications (SOQs) and Price Proposals.

### **SCOPE OF WORK**

#### **1. Phase 1A Survey: Literature Search and Sensitivity Study**

The Consultant shall provide technical and archaeological oversight during the Literature Search and Sensitivity Study. Work shall include completing any agency-required paperwork and field inspections for a Phase 1A Survey.

## **SCOPE OF WORK**

- It shall be the responsibility of the Consultant to ensure all SHPO protocols are followed. All work shall be documented by the Consultant.
- The Consultant shall prepare a Phase 1A Archaeological Survey fully responsive to the below directive:

“This is the initial level of survey and is carried out to evaluate the overall sensitivity of the project area for the presence of cultural resources, as well as to guide the field investigation that follows. The Phase IA work must be conducted early in the planning activities for each project. This allows the information derived from this work to be used in developing and screening alternatives. In carrying out a literature search, sources at the State Historic Preservation Office (SHPO), universities, local libraries and informants, museums, historical societies, etc., are consulted. An initial field inspection of the project area is conducted to assess previous disturbance and the level of testing which may be necessary. The resulting document contains a cultural history of the project area, and an evaluation of the area's known and potential sensitivity for cultural resources which might be affected by possible construction impacts. Further, the Phase 1A report will contain recommendations for the subsequent Phase IB survey process” (NYSHPO).

## **PROJECT SCHEDULE**

Time is of the essence in completing this project. It is the Town’s intention to provide a Notice to Proceed by June 11, 2024, with work commencing by June 18, 2024 and being substantially completed by September 31, 2024.



## REQUIRED QUALIFICATIONS

### **1. General:**

- a. The Consultant's primary business, or the primary business of a department within the Consultant's firm, shall be archaeological consulting or related professional archaeological consulting services for public and municipal entities.
- b. The Consultant (as a firm) shall have been in the business of archaeological consulting or related services for at least five (5) years.
- c. Consultant's licensed archaeologist shall have at least ten (10) years of experience in archaeological consulting, field investigations, cultural resources, or related professional services.
- d. Consultant shall provide a single Project Manager as the primary point of contact for all work assigned by the Town. This Project Manager must be a licensed professional with at least ten (10) years of experience in archaeological consulting, field investigations, cultural resources, or related professional services.

### **2. Certifications & Insurance (Required):**

- a. Consultant shall be licensed to do business in the State of New York.
- b. Consultant shall possess a valid Certificate of Authorization for providing the requested services in the State of New York.
- c. Consultant shall maintain in full force and effect during the term of the Project and at the Consultant's expense the minimum insurance coverages described in the Instructions & Information section herein.

## PROPOSAL CONTENTS

### STATEMENT OF QUALIFICATIONS

Statements of Qualifications (SOQs) shall be concise and well organized and shall demonstrate the Consultant's experience applicable to the requirements of this RFQ. SOQs submitted in response to this RFQ shall be in the following order and shall include the following:

#### **1. Brief Cover Letter**

The cover letter shall describe the Consultant's understanding of the services identified. This letter shall contain an expression of the Consultant's interest in the work, a statement regarding the qualifications of the Consultant to do the work and any other information that may be useful to the Town. Cover letters shall be signed by an individual authorized to bind the Consultant and shall contain a statement to the effect that the submittal is in effect for ninety (90) days. The letter shall also acknowledge the receipt of any addenda to the RFQ.

#### **2. Consultant Information:**

- a. Legal name and address of company
- b. Address of office providing services and number of employees
- c. Legal form of company (e.g. partnership, corporation, etc.)
- d. Name, title, address, telephone number and email of person to contact regarding this Statement of Qualifications
- e. Description of Project Manager qualifications and experience
- f. Description of services provided
- g. Description of similar projects within the last five (5) years
- h. Copy of Certificate of Authorization

### PRICE PROPOSAL

The Price Proposal Form included in this RFQ shall be completed and submitted with the Consultant's response. A lump-sum fee shall be provided, inclusive of all time, materials and expenses, including testing fees, laboratory fees, subcontractor fees, etc. The Consultant shall provide an hourly rate sheet for the completion of any additional work outside of the scope described herein.

### FORMS

The following form shall be submitted with the Consultant's response:

1. Statement of Non-collusion

**PROPOSAL PRICE FORM**

The undersigned, having carefully examined the appropriate RFQ documents, does hereby agree to furnish and deliver to the Town of Pound Ridge, Westchester County, New York, the following item(s) at the price(s) indicated:

<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>ITEM PRICE (\$)</b>
1	Phase 1A Archaeological Survey	

<b>DESCRIPTION</b>	<b>TOTAL NOT-TO-EXCEED PRICE (\$)</b>
Not-to-Exceed Price to Perform the Work for Item 1 as specified herein	

CONSULTANT

\_\_\_\_\_

NAME OF AUTHORIZED OFFICIAL (PLEASE PRINT OR TYPE)

\_\_\_\_\_

SIGNATURE OF AUTHORIZED OFFICIAL

\_\_\_\_\_

DATE

\_\_\_\_\_

**STATEMENT OF NON-COLLUSION**

The following Non-Collusive Bidding Certification as required by General Municipal Law Section 103-d must be signed and submitted with this bid.

By submission of this Bid, each Consultant and each person signing on behalf of any Consultant certifies, and in the case of a joint Bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of Consultant's knowledge and belief:

1. The prices in this Bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any Consultant or with any competitor;
  
2. Unless otherwise required by law, the prices which have been quoted in this Bid have not been knowingly disclosed by the Consultant and will not knowingly be disclosed by the Consultant prior to opening, directly or indirectly, to any other Consultant or to any competitor; and
  
3. No attempt has been made or will be made by the Consultant to induce any other person, partnership, or corporation to submit or not to submit a Bid for the purpose of restricting competition.

Wherefore, this statement has been subscribed by the Consultant and affirmed by the Consultant as true under penalties of perjury.

Dated: \_\_\_\_\_ 20\_\_\_\_

Signature: \_\_\_\_\_

Printed Name & Title: \_\_\_\_\_

Company: \_\_\_\_\_



## Parks, Recreation and Historic Preservation

KATHY HOCHUL  
Governor

ERIK KULLESEID  
Commissioner

### ARCHAEOLOGY COMMENTS

#### Phase IA Archaeological Survey Recommendation

**Project: Pound Ridge Trails Project**

**PR#: 23PR10371**

**Date: 01/03/2024**

Your project is in an archaeologically sensitive area. Therefore, the State Historic Preservation Office/Office of Parks, Recreation and Historic Preservation (SHPO/OPRHP) recommends that a Phase IA Literature Search and Sensitivity Assessment survey is warranted. A Phase IA archaeological survey is designed to identify previously recorded archaeological sites and other cultural resources within or near the project area, to assess the archaeological sensitivity of the project area, to document previous ground disturbance and to make recommendations regarding the potential need for Phase IB subsurface archaeological testing.

Our office does not conduct archaeological surveys. A 36 CFR 61 qualified archaeologist should be retained to conduct the Phase IA archaeological survey.

If you have any questions concerning archaeology, please contact Bradley Russell at 518-268-2124 or [Bradley.Russell@parks.ny.gov](mailto:Bradley.Russell@parks.ny.gov).

**Resolution Declaring the Town of Pound Ridge Town Board's Intent to Serve as SEQRA  
Lead Agency For Scotts Corners Drinking Water Improvements**

**WHEREAS**, the Westchester County Department of Health (WCDOH) detected contamination in Scotts Corners drinking water wells from per- and polyfluoroalkyl substances (PFAS), commonly referred to as 'forever chemicals', with levels greater than New York State standards for two common PFAS compounds, perfluorooctanoic acid (PFOA) and perfluorooctane sulfonic acid (PFOS).

**WHEREAS**, the Town of Pound Ridge proposes to create a water district and install drinking water infrastructure to provide safe drinking water to an area within Scotts Corners that is known to be contaminated by PFAS and other contaminants; and

**WHEREAS**, drinking water infrastructure generally includes a connection to the Aquarion water supply system located on High Ridge Road and extending along Upper Shad Road, and Westchester Avenue to Scotts Corners; and

**WHEREAS**, the proposed action is an Unlisted action pursuant to 6NYCRR 617.4, and coordinated review is required; and

**WHEREAS**, the Pound Ridge Town Board is fully prepared to conduct the environmental review required by the State Environmental Quality Review Act (SEQRA) and desires to serve as the SEQRA Lead Agency for this purpose; and

**WHEREAS**, Part 1 of an EAF has been prepared for the purposes of coordinating lead agency status.

**NOW BE IT RESOLVED** that pursuant to 6 NYCRR Part 617.6, the Town of Pound Ridge Town Board hereby authorizes the Laberge Group, the Town's SEQRA consultant, to distribute lead agency coordination materials seeking SEQRA Lead Agency Status to Involved and Interested Agencies.

PRINT ON LABERGE GROUP LETTERHEAD

May 8, 2024

<Insert Addressee Information>

Re: **SEQRA Lead Agency Coordination**  
Scotts Corners Drinking Water Improvements  
Town of Pound Ridge, Westchester County, NY

To Whom It May Concern:

The Town Board of the Town of Pound Ridge intends to designate itself as the Lead Agency for the environmental review of the above-referenced project under the New York State Environmental Quality Review Act (SEQRA).

Proposed Action & Location: Scotts Corners Drinking Water Improvements proposes to install a drinking water distribution system to serve Scotts Corners, as generally shown on the map attached to the enclosed Environmental Assessment Form. The project proposes to install a water main connection to the Aquarion water supply system located on High Ridge Road, with the main extending to Scotts Corners along High Ridge Road, Upper Shad Road, and Westchester Avenue.

SEQRA Classification: Unlisted (Short Environmental Assessment Form and location map are enclosed).

Town Contact Person: Kevin Hansan, Supervisor  
Town of Pound Ridge  
179 Westchester Avenue  
Pound Ridge, NY 10576  
(914) 764-5511  
supervisor@townofpoundridge.com

SEQRA Consultant: Donald C. Rhodes, P.E.  
Laberge Group  
4 Computer Drive West  
Albany, New York 12205  
518-458-7112 x121  
drhodes@labergegroup.com

If your Agency desires to contest the Town Board's assuming Lead Agency status for this project, please notify us within 30-days.

Involved agencies should fill out the attached form stating their position on Lead Agency status for this matter and return it to the Town's SEQRA Consultant, Laberge Group, within (30) days of the date of this notice. If you do not respond within thirty (30) days, it will be assumed that your Agency does not wish to serve as Lead Agency for this matter.

May 8, 2024

Page 2

The Town of Pound Ridge also requests that you provide us with any comments you may have about potential environmental impacts related to this project. Please provide your comments on a separate sheet and return them with the attached form.

Sincerely,

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Donald C. Rhodes, P.E., Project Manager  
Laberge Group

Sent to: Involvement Agencies-  
NYS Department of Health  
Westchester County Department of Health  
NYSDOT, Region 8

Interested Agencies-  
Westchester County Department of Planning

Attachments to this Notice:

Short Environmental Assessment Form (Part 1 completed by Town)

Project location maps

Lead Agency Consent Form



**TOWN OF POUND RIDGE  
SCOTTS CORNERS DRINKING WATER IMPROVEMENTS**

**CONSENT TO SEQRA LEAD AGENCY**

**Name of Involved Agency:** \_\_\_\_\_

**Proposed Lead Agency:** Town Board  
Town of Pound Ridge

**Proposed Action:** Install a drinking water distribution system to serve the hamlet of Scotts Corners.

**Preliminary Classification of Action:** Unlisted

On behalf of \_\_\_\_\_ (involved agency), I acknowledge receipt of the enclosed SEQRA Lead Agency Coordination letter and attachments for proposed Scotts Corners Drinking Water Improvements.

The above-named agency hereby: **(please check one)**

- CONSENTS** to the Pound Ridge Town Board acting as the SEQRA lead agency in this application and requests that the undersigned continue to receive copies of all SEQRA determinations, SEQRA documents and notices in this matter.
- DOES NOT CONSENT** to the Pound Ridge Town Board acting as SEQRA lead agency in this application and desires that the undersigned serve as lead agency. To contest lead agency designation, the undersigned intends to follow the procedures outlined in the SEQRA regulations--6 NYCRR § 617.6(b)(5).
- TAKES NO POSITION** on lead agency designation.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Agency name (printed)

\_\_\_\_\_  
Title

Please return to:

Donald C. Rhodes, P.E., Project Manager  
Laberge Group  
4 Computer Drive West  
Albany NY 12205  
drhodes@labergegroup.com

April 29, 2024  
**VIA EMAIL ONLY**

Alison Boak, Town Board Member  
Town of Pound Ridge  
7 Old Pound Road  
Pound Ridge, New York 12020

Re: **Environmental Review Documents**  
Scotts Corner Drinking Water Improvements  
Town of Pound Ridge, New York

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Dear Ms. Boak,

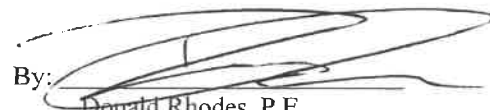
Please find attached SEQRA materials required for Scotts Corners Drinking Water Improvements. Please review these materials and work with the town attorney as needed so the board can consider the project following State Environmental Review Act (SEQRA) requirements. A general description of attachments follows:

- Draft Resolution Establishing The Town Board As The Lead Agency For Environmental Review and authorizing the Laberge Group to coordinate review on behalf of the Town.
- Long Environmental Assessment Form
- List Of Intended And Involved Agencies
- Draft Lead Agency Coordination Letter and Consent To Lead Agency Response Form

We understand that the Town may pursue a 2024 Water Infrastructure Improvement Act grant application for drinking water improvements. Please note that SEQRA should be complete prior to the June 14, 2024 application due date. As such, we recommend that the Town utilize the enclosed SEQRA resolution at your next Town Board Meeting.

As always, please feel free to call with any comments and questions.

Very truly yours,  
LABERGE GROUP

By:   
Donald Rhodes, P.E.  
Project Manager

DCR: mae

C: Kevin Hansan, Supervisor (via email only with enclosures)  
William Harrington, Esq., Town Attorney (via email only with enclosures)  
Scotts Corner Task Force Members (via email only with enclosures)

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**Full Environmental Assessment Form  
Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No”. If the answer to the initial question is “Yes”, complete the sub-questions that follow. If the answer to the initial question is “No”, proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Applicant/Sponsor Information.**

Name of Action or Project: Scotts Corners Drinking Water Improvements		
Project Location (describe, and attach a general location map): From Ridge Rd at the Pound Ridge Golf Course northerly to High Ridge Rd to Upper Shad Rd, then easterly to Scotts Corners along Westchester Ave		
Brief Description of Proposed Action (include purpose or need): Install a new drinking water system to service the existing mixed use district hamlet known as Scotts Corners.		
Name of Applicant/Sponsor: Kevin Hansan, Town of Pound Ridge Supervisor		Telephone: (914) 764-5511
		E-Mail: supervisor@townofpoundridge.com
Address: 179 Westchester Avenue		
City/PO: Pound Ridge	State: NY	Zip Code: 10576
Project Contact (if not same as sponsor; give name and title/role):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

**B. Government Approvals**

<b>B. Government Approvals, Funding, or Sponsorship.</b> (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)		
<b>Government Entity</b>	<b>If Yes: Identify Agency and Approval(s) Required</b>	<b>Application Date (Actual or projected)</b>
a. City Counsel, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	District Formation and Bonding	June 2025
b. City, Town or Village <input type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input type="checkbox"/> Yes <input type="checkbox"/> No	Westchester County DOH and County Highway	January 2025
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NYS DOT, NYSDOH, NYSDEC, NYSEFC	January 2025
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**C. Planning and Zoning**

<b>C.1. Planning and zoning actions.</b>	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<ul style="list-style-type: none"> <li>• <b>If Yes</b>, complete sections C, F and G.</li> <li>• <b>If No</b>, proceed to question C.2 and complete all remaining sections and questions in Part 1</li> </ul>	
<b>C.2. Adopted land use plans.</b>	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s): Remediation Sites:360047 and located within the Long Island Sound TMDL watershed	
_____	
_____	
c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s): Project will be located within the ROW in front of park (Town), water supply (Aquarion), and private recreation (Pound Ridge Golf Club) properties listed on Westchester County's open space plan (Parcels 9320-3.9, 9316-18.9, 9320-22.9, 9320-25, 9320-26, 9453-10, 9453-21, 9454-4, 9454-36, 9320-55, 9454-8, 9454-9, 9456-3.6, and 9316-18.9).	
_____	

**C.3. Zoning**

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance.  Yes  No  
 If Yes, what is the zoning classification(s) including any applicable overlay district?  
 Planned Business District A-C (PB-A, PB-B, PB-C)

b. Is the use permitted or allowed by a special or conditional use permit?  Yes  No

c. Is a zoning change requested as part of the proposed action?  Yes  No  
 If Yes,  
 i. What is the proposed new zoning for the site? \_\_\_\_\_

**C.4. Existing community services.**

a. In what school district is the project site located? Bedford

b. What police or other public protection forces serve the project site?  
 Town of Pound Ridge Police Department, Westchester County Sheriff, and NYS Police

c. Which fire protection and emergency medical services serve the project site?  
 Town of Pound Ridge Fire Department.

d. What parks serve the project site?  
 Multiple Town, County and State park and recreation areas serve the project site

**D. Project Details**

**D.1. Proposed and Potential Development**

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? Provide public drinking water supply to existing parcels to allow abandonment of existing groundwater water sources.

b. a. Total acreage of the site of the proposed action? \_\_\_\_\_ 56 acres  
 b. Total acreage to be physically disturbed? \_\_\_\_\_ 5 acres  
 c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_ 5 acres

c. Is the proposed action an expansion of an existing project or use?  Yes  No  
 i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision?  Yes  No  
 If Yes,  
 i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) \_\_\_\_\_  
 ii. Is a cluster/conservation layout proposed?  Yes  No  
 iii. Number of lots proposed? \_\_\_\_\_  
 iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will the proposed action be constructed in multiple phases?  Yes  No  
 i. If No, anticipated period of construction: \_\_\_\_\_ 12 months  
 ii. If Yes:  
 • Total number of phases anticipated \_\_\_\_\_  
 • Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year  
 • Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year  
 • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_

f. Does the project include new residential uses?  Yes  No  
 If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)?  Yes  No  
 If Yes,  
 i. Total number of structures \_\_\_\_\_  
 ii. Dimensions (in feet) of largest proposed structure: \_\_\_\_\_ height; \_\_\_\_\_ width; and \_\_\_\_\_ length  
 iii. Approximate extent of building space to be heated or cooled: \_\_\_\_\_ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?  Yes  No  
 If Yes,  
 i. Purpose of the impoundment: \_\_\_\_\_  
 ii. If a water impoundment, the principal source of the water:  Ground water  Surface water streams  Other specify: \_\_\_\_\_  
 iii. If other than water, identify the type of impounded/contained liquids and their source. \_\_\_\_\_  
 iv. Approximate size of the proposed impoundment. Volume: \_\_\_\_\_ million gallons; surface area: \_\_\_\_\_ acres  
 v. Dimensions of the proposed dam or impounding structure: \_\_\_\_\_ height; \_\_\_\_\_ length  
 vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): \_\_\_\_\_

**D.2. Project Operations**

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both?  Yes  No  
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)  
 If Yes:  
 i. What is the purpose of the excavation or dredging? \_\_\_\_\_  
 ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?  
 • Volume (specify tons or cubic yards): \_\_\_\_\_  
 • Over what duration of time? \_\_\_\_\_  
 iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. \_\_\_\_\_

iv. Will there be onsite dewatering or processing of excavated materials?  Yes  No  
 If yes, describe. \_\_\_\_\_

v. What is the total area to be dredged or excavated? \_\_\_\_\_ acres  
 vi. What is the maximum area to be worked at any one time? \_\_\_\_\_ acres  
 vii. What would be the maximum depth of excavation or dredging? \_\_\_\_\_ feet  
 viii. Will the excavation require blasting?  Yes  No  
 ix. Summarize site reclamation goals and plan: \_\_\_\_\_

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?  Yes  No  
 If Yes:  
 i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): The water main utility is expected to run along previously disturbed roadways but will run along wetlands D-15 and D-16, and is expected to cross or run along PWL 1702-0137.

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:  
Wetland and waterbody impacts will be avoided by installing piping with trenchless methods (directional drilling) to avoid wetland disturbance. Where possible, all disturbance will be located outside the 100-ft buffer to further protect the wetland. Where wetlands are crossed with directional drilling, the pipe will be at least 4' below the wetland surface to avoid impacting vegetation or the soil structure.

iii. Will the proposed action cause or result in disturbance to bottom sediments?  Yes  No

If Yes, describe: \_\_\_\_\_

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation?  Yes  No

If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

v. Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

c. Will the proposed action use, or create a new demand for water?  Yes  No

If Yes:

i. Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

ii. Will the proposed action obtain water from an existing public water supply?  Yes  No

If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No
- Do existing lines serve the project site?  Yes  No

iii. Will line extension within an existing district be necessary to supply the project?  Yes  No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

iv. Is a new water supply district or service area proposed to be formed to serve the project site?  Yes  No

If, Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

v. If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: \_\_\_\_\_ gallons/minute.

d. Will the proposed action generate liquid wastes?  Yes  No

If Yes:

i. Total anticipated liquid waste generation per day: \_\_\_\_\_ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

iii. Will the proposed action use any existing public wastewater treatment facilities?  Yes  No

If Yes:

- Name of wastewater treatment plant to be used: \_\_\_\_\_
- Name of district: \_\_\_\_\_
- Does the existing wastewater treatment plant have capacity to serve the project?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No

Yes  No  
 Yes  No  
 If Yes:
 

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site?  Yes  No  
 If Yes:
 

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- What is the receiving water for the wastewater discharge? \_\_\_\_\_

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):  
 \_\_\_\_\_  
 \_\_\_\_\_

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction?  Yes  No  
 If Yes:
 

- How much impervious surface will the project create in relation to total size of project parcel?  
 \_\_\_\_\_ Square feet or \_\_\_\_\_<sup>0</sup> acres (impervious surface)  
 \_\_\_\_\_ Square feet or \_\_\_\_\_ acres (parcel size)
- Describe types of new point sources. No additional impervious surfaces will be created. Existing surfaces that are disturbed during construction will be repaired to pre-construction surface conditions.  
 \_\_\_\_\_
- Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?  
 Stormwater runoff will be unchanged by this project.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

If to surface waters, identify receiving water bodies or wetlands: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Will stormwater runoff flow to adjacent properties?  Yes  No  
 iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater?  Yes  No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations?  Yes  No  
 If Yes, identify:
 

- Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)  
 Heavy equipment such as trucks and excavators will be used during construction.
- Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)  
 \_\_\_\_\_
- Stationary sources during operations (e.g., process emissions, large boilers, electric generation)  
 \_\_\_\_\_

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit?  Yes  No  
 If Yes:
 

- Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year)  Yes  No
- In addition to emissions as calculated in the application, the project will generate:
  - \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)
  - \_\_\_\_\_ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)
  - \_\_\_\_\_ Tons/year (short tons) of Perfluorocarbons (PFCs)
  - \_\_\_\_\_ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)
  - \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
  - \_\_\_\_\_ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)



h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?  Yes  No

If Yes:

i. Estimate methane generation in tons/year (metric): \_\_\_\_\_

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): \_\_\_\_\_

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i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations?  Yes  No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): \_\_\_\_\_

---

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services?  Yes  No

If Yes:

i. When is the peak traffic expected (Check all that apply):  Morning  Evening  Weekend  
 Randomly between hours of \_\_\_\_\_ to \_\_\_\_\_.

ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): \_\_\_\_\_

iii. Parking spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_ Net increase/decrease \_\_\_\_\_

iv. Does the proposed action include any shared use parking?  Yes  No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: \_\_\_\_\_

vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site?  Yes  No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles?  Yes  No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes?  Yes  No

---

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy?  Yes  No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: \_\_\_\_\_

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): \_\_\_\_\_

iii. Will the proposed action require a new, or an upgrade, to an existing substation?  Yes  No

---

l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 7AM-6PM</li> <li>• Saturday: _____ 7AM-6PM</li> <li>• Sunday: _____ 7AM-6PM</li> <li>• Holidays: _____ 7AM-6PM</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 24 hours per day</li> <li>• Saturday: _____ 24 hours per day</li> <li>• Sunday: _____ 24 hours per day</li> <li>• Holidays: _____ 24 hours per day</li> </ul>
--	---

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both?  Yes  No

If yes:

i. Provide details including sources, time of day and duration:  
 During construction heavy equipment such as trucks and excavators will be used which will create noise above ambient levels. Work is expected to continue during daylight hours. Work is expected to be from 7AM-6PM Monday through Friday but work may be required on Saturday and Sunday.

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen?  Yes  No  
 Describe: \_\_\_\_\_

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n. Will the proposed action have outdoor lighting?  Yes  No

If yes:

i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:  
 \_\_\_\_\_

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen?  Yes  No  
 Describe: \_\_\_\_\_

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o. Does the proposed action have the potential to produce odors for more than one hour per day?  Yes  No  
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: \_\_\_\_\_

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p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage?  Yes  No

If Yes:

i. Product(s) to be stored \_\_\_\_\_

ii. Volume(s) \_\_\_\_\_ per unit time \_\_\_\_\_ (e.g., month, year)

iii. Generally, describe the proposed storage facilities: \_\_\_\_\_

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q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation?  Yes  No

If Yes:

i. Describe proposed treatment(s):  
 \_\_\_\_\_

ii. Will the proposed action use Integrated Pest Management Practices?  Yes  No

---

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)?  Yes  No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: \_\_\_\_\_ tons per \_\_\_\_\_ (unit of time)
- Operation : \_\_\_\_\_ tons per \_\_\_\_\_ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: \_\_\_\_\_
- Operation: \_\_\_\_\_

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: \_\_\_\_\_
- Operation: \_\_\_\_\_

s. Does the proposed action include construction or modification of a solid waste management facility?  Yes  No  
 If Yes:  
 i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_  
 ii. Anticipated rate of disposal/processing:  
 • \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or  
 • \_\_\_\_\_ Tons/hour, if combustion or thermal treatment  
 iii. If landfill, anticipated site life: \_\_\_\_\_ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste?  Yes  No  
 If Yes:  
 i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_  
 \_\_\_\_\_  
 ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month  
 iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_  
 \_\_\_\_\_  
 v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility?  Yes  No  
 If Yes: provide name and location of facility: \_\_\_\_\_  
 \_\_\_\_\_  
 If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility:  
 \_\_\_\_\_  
 \_\_\_\_\_

**E. Site and Setting of Proposed Action**

**E.1. Land uses on and surrounding the project site**

a. Existing land uses.  
 i. Check all uses that occur on, adjoining and near the project site.  
 Urban  Industrial  Commercial  Residential (suburban)  Rural (non-farm)  
 Forest  Agriculture  Aquatic  Other (specify): \_\_\_\_\_  
 ii. If mix of uses, generally describe:  
 Mixed uses surround the project site including single family residential, commercial residential, professional office, retail, food service and other commercial uses.  
 \_\_\_\_\_

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: Land use and covertype will not be changed by this project	56	56	0

c. Is the project site presently used by members of the community for public recreation?  Yes  No  
i. If Yes: explain: \_\_\_\_\_

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site?  Yes  No  
If Yes,  
i. Identify Facilities: \_\_\_\_\_  
\_\_\_\_\_

e. Does the project site contain an existing dam?  Yes  No  
If Yes:  
i. Dimensions of the dam and impoundment:  
• Dam height: \_\_\_\_\_ feet  
• Dam length: \_\_\_\_\_ feet  
• Surface area: \_\_\_\_\_ acres  
• Volume impounded: \_\_\_\_\_ gallons OR acre-feet  
ii. Dam's existing hazard classification: \_\_\_\_\_  
iii. Provide date and summarize results of last inspection: \_\_\_\_\_  
\_\_\_\_\_

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility?  Yes  No  
If Yes:  
i. Has the facility been formally closed?  Yes  No  
• If yes, cite sources/documentation: \_\_\_\_\_  
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: \_\_\_\_\_  
\_\_\_\_\_  
iii. Describe any development constraints due to the prior solid waste activities: \_\_\_\_\_  
\_\_\_\_\_

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste?  Yes  No  
If Yes:  
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: \_\_\_\_\_  
\_\_\_\_\_

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site?  Yes  No  
If Yes:  
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:  Yes  No  
 Yes – Spills Incidents database Provide DEC ID number(s): \_\_\_\_\_  
 Yes – Environmental Site Remediation database Provide DEC ID number(s): 360047  
 Neither database  
ii. If site has been subject of RCRA corrective activities, describe control measures: \_\_\_\_\_  
\_\_\_\_\_

iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?  Yes  No  
If yes, provide DEC ID number(s): 360047  
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): \_\_\_\_\_

NYS Environmental Site Remediation Database indicates that a public water supply was extended to affected locations but this note is in error and no public water supply exists. Reputedly, several affected properties may have been provided with point of entry treatment systems but this has not yet been verified by the NYSDEC.

v. Is the project site subject to an institutional control limiting property uses?  Yes  No

- If yes, DEC site ID number: \_\_\_\_\_
- Describe the type of institutional control (e.g., deed restriction or easement): \_\_\_\_\_
- Describe any use limitations: \_\_\_\_\_
- Describe any engineering controls: \_\_\_\_\_
- Will the project affect the institutional or engineering controls in place?  Yes  No
- Explain: \_\_\_\_\_

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**E.2. Natural Resources On or Near Project Site**

a. What is the average depth to bedrock on the project site? \_\_\_\_\_ Approx 6 feet

b. Are there bedrock outcroppings on the project site?  Yes  No  
 If Yes, what proportion of the site is comprised of bedrock outcroppings? \_\_\_\_\_ %

c. Predominant soil type(s) present on project site:

Urban land-Charlton complex	_____	72 %
Urban land-Ridgebury complex	_____	17 %
Charlton fine sandy loam	_____	6 %

d. What is the average depth to the water table on the project site? Average: \_\_\_\_\_ 6.6 feet

e. Drainage status of project site soils:  Well Drained: \_\_\_\_\_ % of site  
 Moderately Well Drained: \_\_\_\_\_ 5.9 % of site  
 Poorly Drained \_\_\_\_\_ 5 % of site  
 89% of the site is unrated according to USDA NRCS

f. Approximate proportion of proposed action site with slopes:  0-10%: \_\_\_\_\_ 87 % of site  
 10-15%: \_\_\_\_\_ 9 % of site  
 15% or greater: \_\_\_\_\_ 4 % of site

g. Are there any unique geologic features on the project site?  Yes  No  
 If Yes, describe: \_\_\_\_\_

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h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)?  Yes  No

ii. Do any wetlands or other waterbodies adjoin the project site?  Yes  No  
 If Yes to either i or ii, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency?  Yes  No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name 936-23, 936-22, 936-18, 936-17 Classification AA-S
- Lakes or Ponds: Name \_\_\_\_\_ Classification \_\_\_\_\_
- Wetlands: Name Federal Waters, NYS Wetland, Federal Waters, Fe... Approximate Size NYS Wetland (in a...)
- Wetland No. (if regulated by DEC) D-16, D-15, D-14

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies?  Yes  No  
 If yes, name of impaired water body/bodies and basis for listing as impaired: \_\_\_\_\_

---

i. Is the project site in a designated Floodway?  Yes  No

j. Is the project site in the 100-year Floodplain?  Yes  No

k. Is the project site in the 500-year Floodplain?  Yes  No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer?  Yes  No  
 If Yes:

i. Name of aquifer: Principal Aquifer \_\_\_\_\_

m. Identify the predominant wildlife species that occupy or use the project site: \_\_\_\_\_  
 \_\_\_\_\_  
 Typical Suburban/Urban wildlife \_\_\_\_\_

n. Does the project site contain a designated significant natural community?  Yes  No  
 If Yes:  
 i. Describe the habitat/community (composition, function, and basis for designation): \_\_\_\_\_  
 ii. Source(s) of description or evaluation: \_\_\_\_\_  
 iii. Extent of community/habitat:  
 • Currently: \_\_\_\_\_ acres  
 • Following completion of project as proposed: \_\_\_\_\_ acres  
 • Gain or loss (indicate + or -): \_\_\_\_\_ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species?  Yes  No  
 If Yes:  
 i. Species and listing (endangered or threatened): \_\_\_\_\_  
 Bog Turtle

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern?  Yes  No  
 If Yes:  
 i. Species and listing: \_\_\_\_\_

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing?  Yes  No  
 If yes, give a brief description of how the proposed action may affect that use: \_\_\_\_\_

**E.3. Designated Public Resources On or Near Project Site**

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304?  Yes  No  
 If Yes, provide county plus district name/number: \_\_\_\_\_

b. Are agricultural lands consisting of highly productive soils present?  Yes  No  
 i. If Yes: acreage(s) on project site: \_\_\_\_\_  
 ii. Source(s) of soil rating(s): \_\_\_\_\_

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark?  Yes  No  
 If Yes:  
 i. Nature of the natural landmark:  Biological Community  Geological Feature  
 ii. Provide brief description of landmark, including values behind designation and approximate size/extent: \_\_\_\_\_

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area?  Yes  No  
 If Yes:  
 i. CEA name: Watershed Properties  
 ii. Basis for designation: Exceptional or unique character  
 iii. Designating agency and date: Agency: Westchester County, Date: 1-31-90

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes:	
<i>i.</i> Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input type="checkbox"/> Historic Building or District	
<i>ii.</i> Name: _____	
<i>iii.</i> Brief description of attributes on which listing is based: _____	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	
If Yes:	
<i>i.</i> Describe possible resource(s): _____	
<i>ii.</i> Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes:	
<i>i.</i> Identify resource: _____	
<i>ii.</i> Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____	
<i>iii.</i> Distance between project and resource: _____ miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes:	
<i>i.</i> Identify the name of the river and its designation: _____	
<i>ii.</i> Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

**F. Additional Information**

Attach any additional information which may be needed to clarify your project.

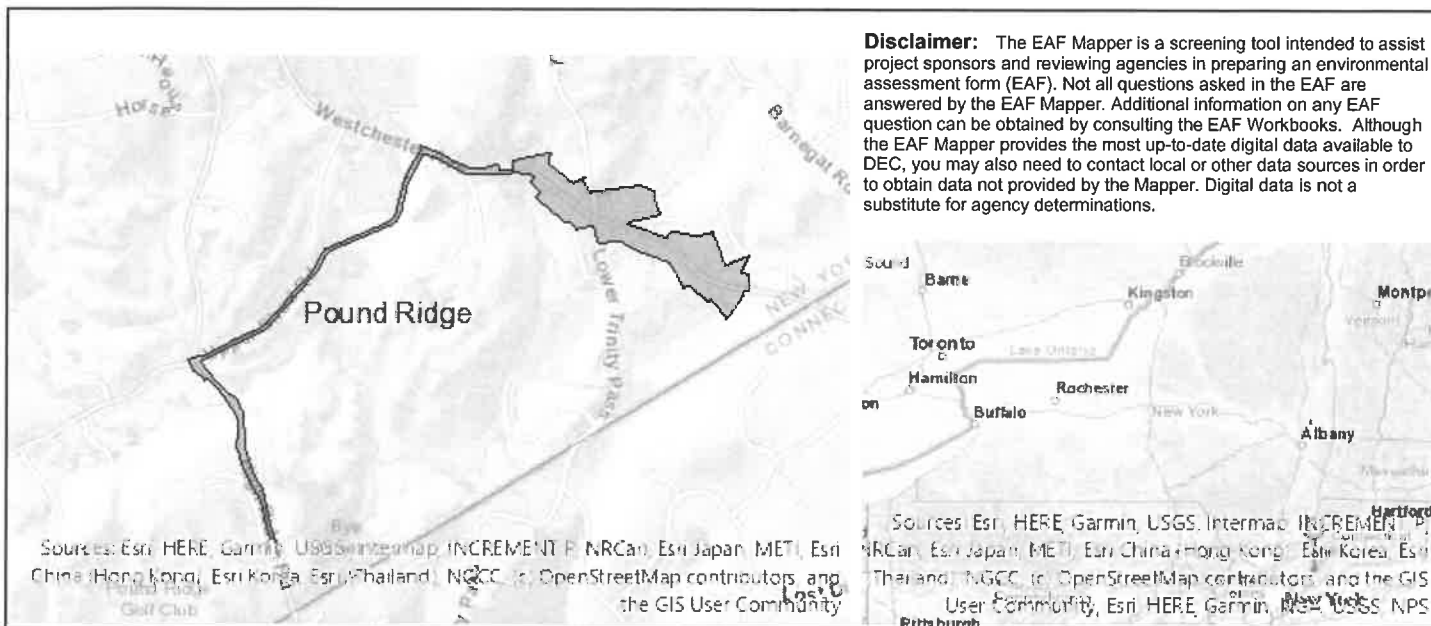
If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

**G. Verification**

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Kevin Hansan Date \_\_\_\_\_

Signature \_\_\_\_\_ Title Supervisor

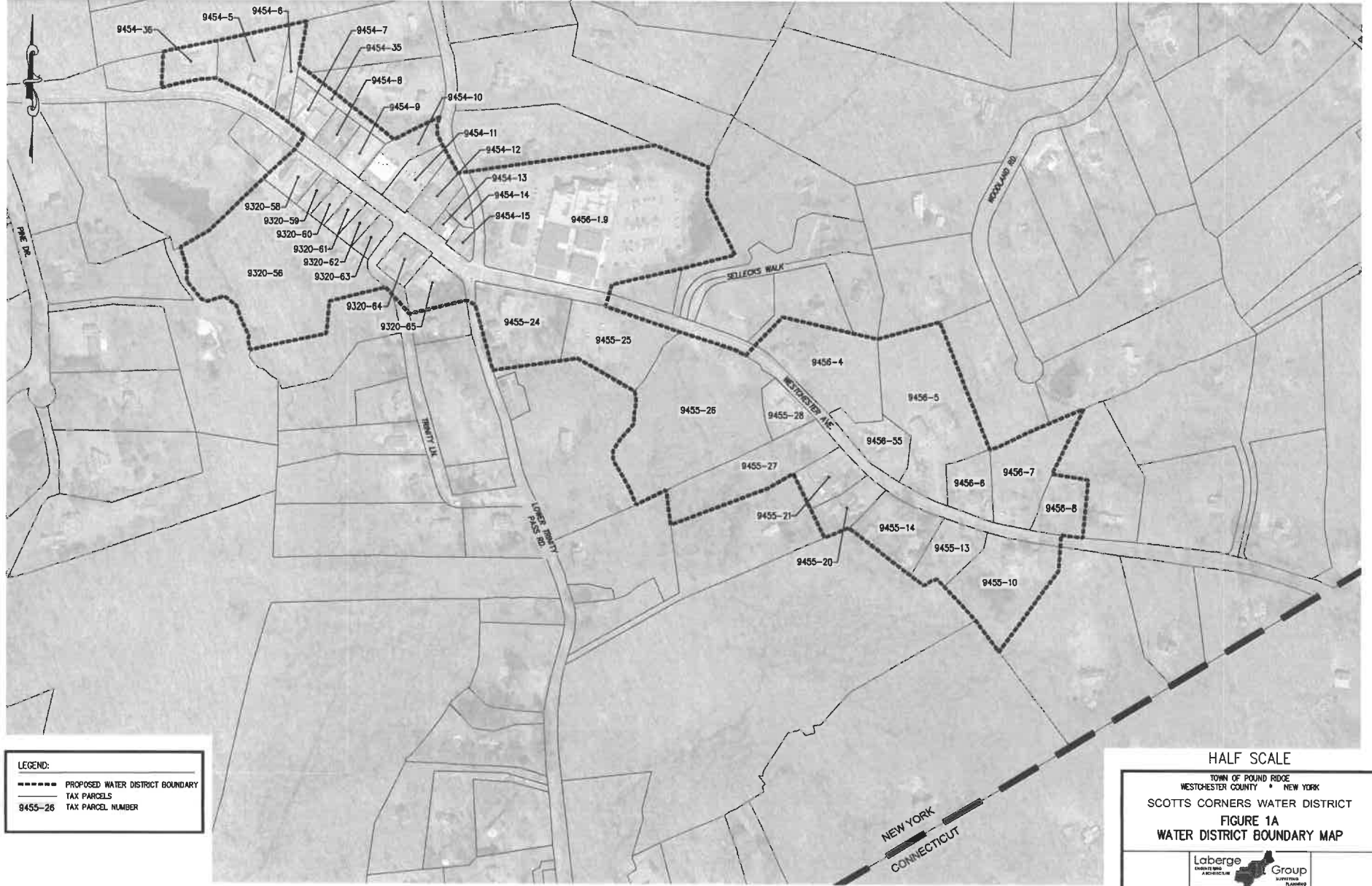


B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Yes - Digital mapping data are not available for all Special Planning Districts. Refer to EAF Workbook.
C.2.b. [Special Planning District - Name]	Remediation Sites:360047
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Yes - Digital mapping data for Spills Incidents are not available for this location. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Yes
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Yes
E.1.h.i [DEC Spills or Remediation Site - DEC ID Number]	360047
E.1.h.iii [Within 2,000' of DEC Remediation Site]	Yes
E.1.h.iii [Within 2,000' of DEC Remediation Site - DEC ID]	360047
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	Yes
E.2.h.ii [Surface Water Features]	Yes
E.2.h.iii [Surface Water Features]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
E.2.h.iv [Surface Water Features - Stream Name]	936-23, 936-22, 936-18, 936-17
E.2.h.iv [Surface Water Features - Stream Classification]	AA-S
E.2.h.iv [Surface Water Features - Wetlands Name]	Federal Waters, NYS Wetland



E.2.h.iv [Surface Water Features - Wetlands Size]	NYS Wetland (in acres):163.6, NYS Wetland (in acres):41.1, NYS Wetland (in acres):84.8
E.2.h.iv [Surface Water Features - DEC Wetlands Number]	D-16, D-15, D-14
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	Yes
E.2.j. [100 Year Floodplain]	Yes
E.2.k. [500 Year Floodplain]	Yes
E.2.l. [Aquifers]	Yes
E.2.l. [Aquifer Names]	Principal Aquifer
E.2.n. [Natural Communities]	No
E.2.o. [Endangered or Threatened Species]	Yes
E.2.o. [Endangered or Threatened Species - Name]	Bog Turtle
E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	Yes
E.3.d [Critical Environmental Area - Name]	Watershed Properties
E.3.d.ii [Critical Environmental Area - Reason]	Exceptional or unique character
E.3.d.iii [Critical Environmental Area – Date and Agency]	Agency:Westchester County, Date:1-31-90
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No

Laberge Group - 3/20/2024/Scotts Corners Water District - 2:30pm 09/



**LEGEND:**

- PROPOSED WATER DISTRICT BOUNDARY
- \_\_\_\_\_ TAX PARCELS
- 9455-26 TAX PARCEL NUMBER

**HALF SCALE**

TOWN OF POUND RIDGE  
WESTCHESTER COUNTY • NEW YORK

**SCOTTS CORNERS WATER DISTRICT**

**FIGURE 1A**

**WATER DISTRICT BOUNDARY MAP**

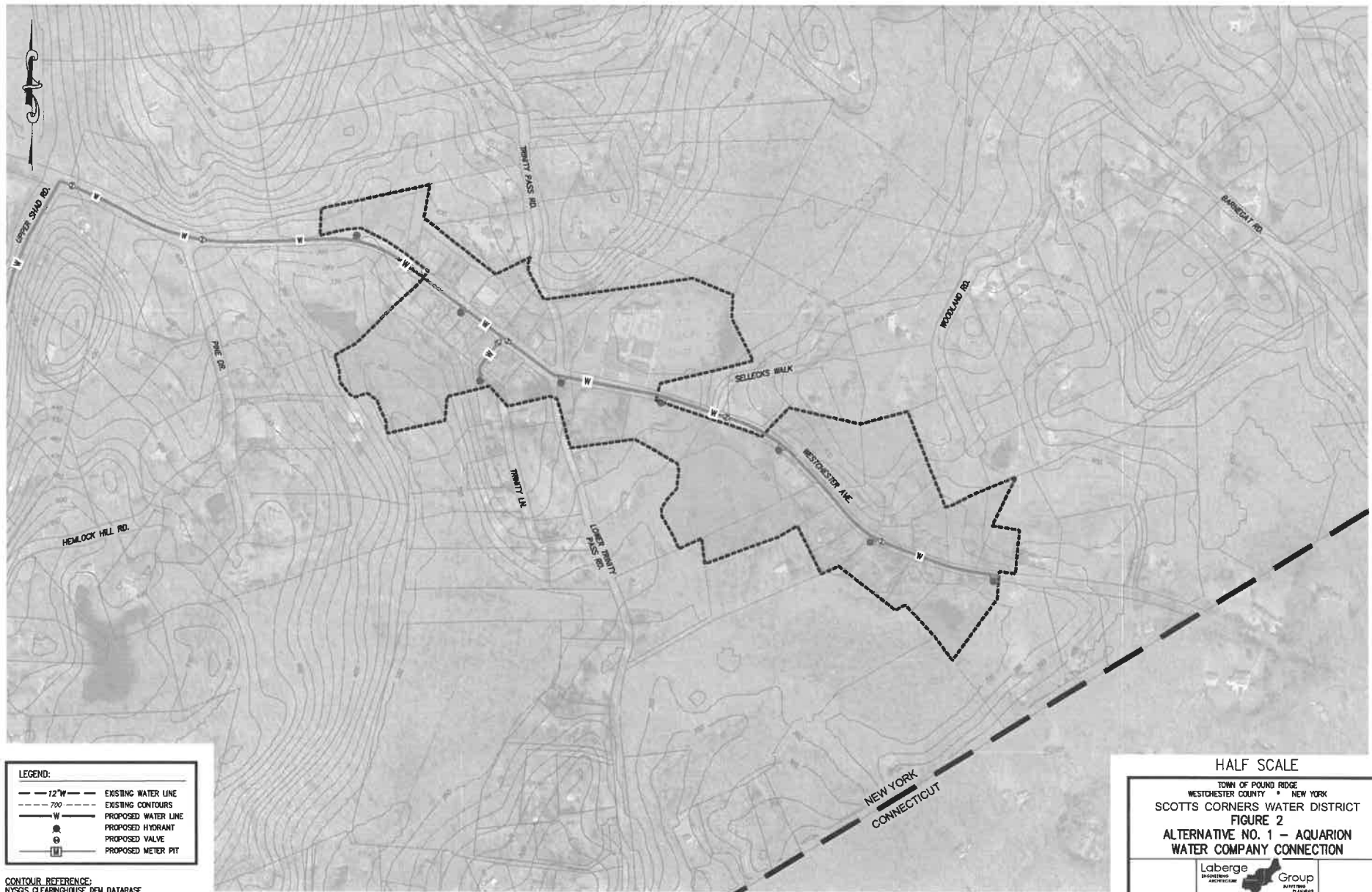
Laberge  
Group  
SURVEYING  
PLANNING

SCALE: 1"=150'

4 Computer Drive West Albany, New York 12255  
518.438.7332 - www.labergegroup.com

DATE: 04/18/24

Large Draw - A:\Projects\Large Draw\Map\2024\Fig 2 - Aquarion.dwg [Fig 2] last 16, 2024 - 2:20pm 08'



**LEGEND:**

	EXISTING WATER LINE
	EXISTING CONTOURS
	PROPOSED WATER LINE
	PROPOSED HYDRANT
	PROPOSED VALVE
	PROPOSED METER PIT

**CONTOUR REFERENCE:**  
 NYSGIS CLEARINGHOUSE DEM DATABASE

HALF SCALE

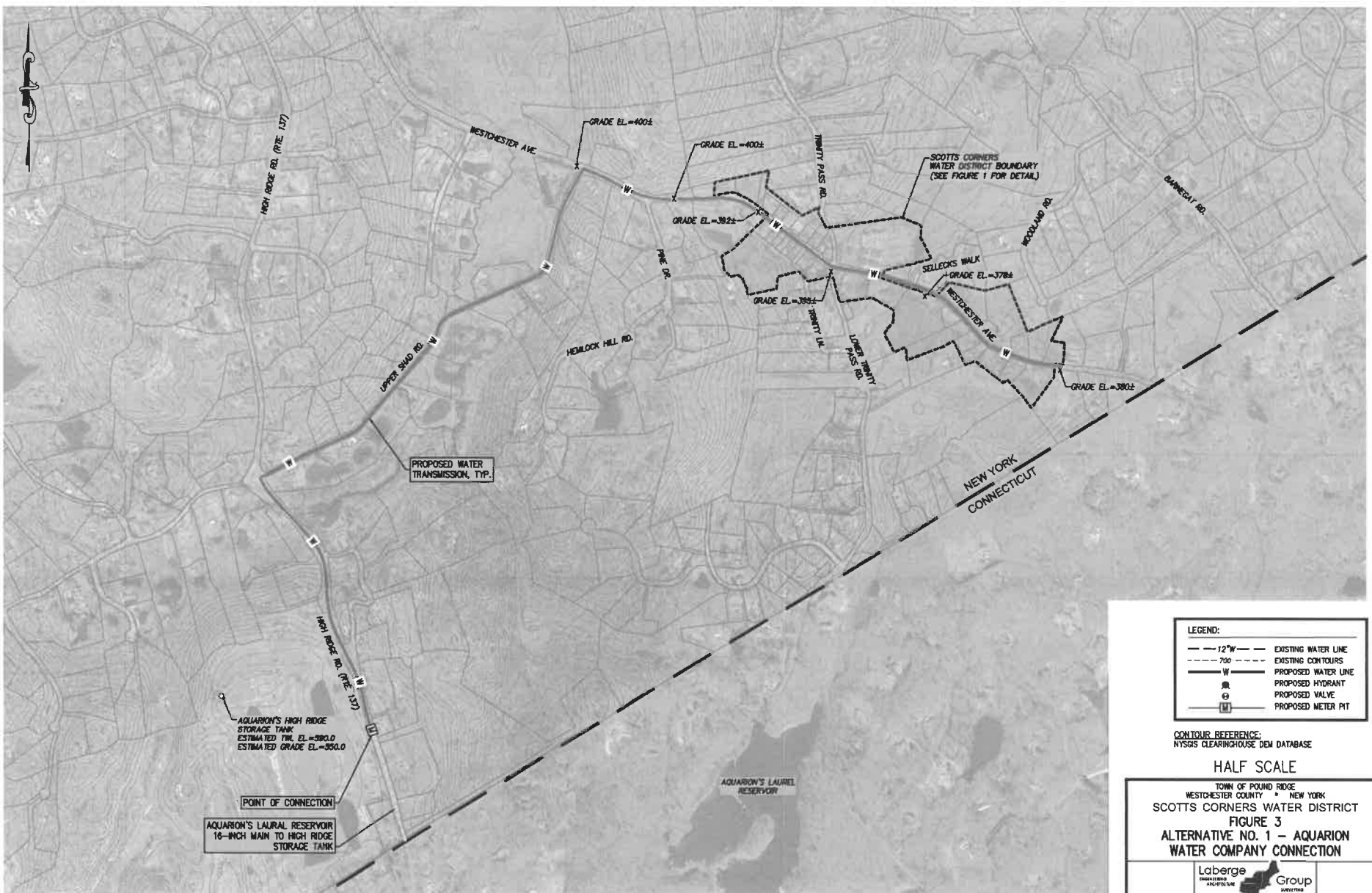
TOWN OF POUND RIDGE  
 WESTCHESTER COUNTY NEW YORK  
 SCOTTS CORNERS WATER DISTRICT  
**FIGURE 2**  
 ALTERNATIVE NO. 1 - AQUARION  
 WATER COMPANY CONNECTION



SCALE: 1"=200'

Laberge Engineering & Construction Group, Inc.  
 1300 Westchester Avenue, New York, NY 10604  
 (914) 436-7111 | www.labergegroup.com

DATE: 04/18/24



**LEGEND:**

	12" W	EXISTING WATER LINE
	700	EXISTING CONTOURS
	W	PROPOSED WATER LINE
		PROPOSED HYDRANT
		PROPOSED VALVE
		PROPOSED METER PIT

CONTOUR REFERENCE:  
 NYSGIS CLEARINGHOUSE DEM DATABASE

HALF SCALE

TOWN OF POUND RIDGE  
 WESTCHESTER COUNTY NEW YORK  
 SCOTTS CORNERS WATER DISTRICT  
**FIGURE 3**  
 ALTERNATIVE NO. 1 – AQUARION  
 WATER COMPANY CONNECTION



SCALE: 1"=400'  
 4 Cedarhurst Office Westchester County, New York 12515  
 (516) 456-7113 www.lagerbegroup.com DATE: 04/18/24

Lagerbe Group - 4/18/2024 10:52 AM - 4/18/2024 10:52 AM - Aquarion main.dwg [7/1, 2] April 18, 2024 - 2:45pm, 081

SEQRA Address List for Pound Ridge Drinking Water Improvements

April 22, 2024

1. NYS Department of Health  
Bureau of Water Supply Protection  
SEQRA Coordinator  
Empire State Plaza Corning Tower, Room 1168  
Albany, NY 12237  
bpwsp@health.state.ny.us  
(518) 473-8600
  
2. Westchester County Department of Health  
SEQRA Coordinator  
145 Huguenot St.,  
New Rochelle, N.Y. 10801  
(914) 813-5000
  
3. Westchester County Department of Planning  
SEQRA Coordinator  
148 Martine Avenue, Room 432  
White Plains, NY 10601-4704  
(914) 995-4400
  
4. Westchester County Department of Public Works  
SEQRA Coordinator  
148 Martine Avenue, Room 552  
White Plains, NY 10601-4704  
(914) 995-4400
  
5. NYS Department of Transportation Region 8  
SEQRA Coordinator  
Eleanor Roosevelt State Office Bldg.  
4 Burnett Boulevard  
Poughkeepsie, New York 12603-2594  
(845) 431-5750
  
6. NYS Environmental Facilities Corporation  
SEQRA Coordinator  
625 Broadway, Albany, NY 12207  
(518) 402-6924

May 1, 2024  
**VIA MAIL and EMAIL**

Kevin Hanson, Supervisor  
Town of Pound Ridge  
7 Old Pound Road  
Pound Ridge, New York 12020

Re: **Map, Plan, and Report**  
Scotts Corner Drinking Water Improvements  
Town of Pound Ridge, New York

Dear Mr. Hanson,

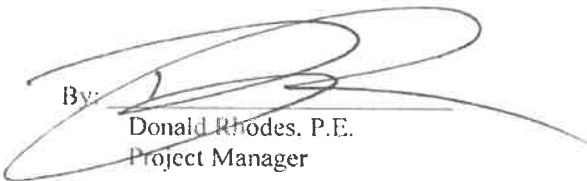
Please find enclosed a paper and electronic copy of the draft Map, Plan, and Report (MPR) prepared for Scotts Corners Drinking Water Improvements. The MPR has been revised to reflect comments recently received from the Task Force.

We recommend that the Town Board be presented with copies of the MPR to accompany the SEQRA review package we transmitted via letter dated April 29, 2024. We also recommend that the Town engage Special District Counsel and Bond Counsel to assist with and expedite project implementation. Unless the Town can obtain a proposal from Counsel ahead of your next meeting, we recommend that the Town establish a \$30,000 budget for initial district and financing work with a goal of having a public hearing for district formation ahead of the June 14, 2024, Water Infrastructure Improvement Act (WIIA) grant application date.

We note that the WIIA grant application may not require the water district to be formed before the application due date because the project will address perfluoroalkyl and polyfluoroalkyl substances (PFAS) pollution. However, projects that complete SEQRA and form the district after a public hearing demonstrate readiness, which has historically improved grant scoring. To further demonstrate readiness, we recommend that the Town publicly seek proposals from and contract with a qualified engineering consultant for implementation services ahead of the grant application due date.

As always, please feel free to call with any comments and questions.

Very truly yours,  
LABERGE GROUP

By:   
Donald Rhodes, P.E.  
Project Manager

DCR: mac

C: Kevin Hanson, Supervisor (via email only with enclosures)  
William Bradley, Esq., Town Attorney (via email only with enclosures)  
Scotts Corner Task Force Members (via email only with enclosures)

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TOWN OF POUND RIDGE  
WESTCHESTER COUNTY, NEW YORK

**SCOTTS CORNERS WATER DISTRICT  
MAP, PLAN AND REPORT**

APRIL 2024

DRAFT

**PREPARED FOR:**

Town of Pound Ridge  
175 Westchester Ave  
Pound Ridge, New York 10576

**PREPARED BY:**



---

4 Computer Drive West • Albany, New York 12205  
(518) 458-7112 • [www.labergegroup.com](http://www.labergegroup.com)

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DRAFT



TOWN OF POUND RIDGE  
WESTCHESTER COUNTY, NEW YORK  
SCOTTS CORNERS WATER DISTRICT  
APRIL 2024

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- G. USFWS IPaC INFORMATION
- H. FULL ENVIRONMENTAL ASSESSMENT FORMS
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- L. CAPACITY DEVELOPMENT EVALUATION FORM
- M. SMART GROWTH ASSESSMENT FORM
- N. ENGINEERING REPORT CERTIFICATION
- O. PRELIMINARY OPINION OF COST

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## I. EXECUTIVE SUMMARY

This Map, Plan and Report was commissioned by the Town of Pound Ridge Town Board to evaluate the feasibility of, and to assist with, the creation of a water district to serve the Scotts Corners mixed use hamlet.

The need for the water district stems from extensive groundwater contamination caused by multiple chemical and petroleum spills across Scotts Corners. Methyl tert-butyl ether (MTBE) which is a gasoline byproduct, perchloroethylene (PCE) which is a chlorinated solvent, are commonly found in the individual drinking water wells serving Scotts Corners properties. The source of contamination is related to an extensive history of spills and improper chemical disposal around the hamlet. For instance, a 450 gallon gasoline spill from the Shell Oil gas station occurred in 1972, solvent contamination was found near the local cleaners, and numerous other failing oil storage tanks have been reported throughout the hamlet. Most alarmingly and recently, water samples have revealed levels of perfluorooctane sulfonic acid (PFOS) and perfluorooctanoic acid (PFOA), above the State regulated limit at two different properties, leading to Notices of Violation (NOV) from the Westchester County Department of Health.

Currently, the Scotts Corners area of the Town of Pound Ridge is served with individual privately owned wells and small non-community public water systems. Nine properties are reportedly served by point-of-entry treatment (POET) systems as a result of spill, which are operated and maintained by Shell Oil, while two others are in the design phase of installing these systems due to requirements by the County. The proposed water district has approximately 39 service connections, servicing approximately 114 people.

Formation of the Scotts Corners Water District is proposed to provide the Scotts Corners area with a safe and reliable source of drinking water. The improvement alternatives considered for the water system include:

- **Null Alternative:** No Action
- **Alternative No. 1:** Aquarion Connection
  - This alternative consists of connecting to the existing treated water storage tank at the Pound Ridge Golf Club on High Ridge Road. This water supply is owned and operated by Aquarion Water Company.
  - 13,000 LF of new 8-inch water main, and the associated valves and hydrants.
- **Alternative No. 2:** New Water Treatment Facility
  - This alternative consists of using the Siscowit Reservoir as a raw water supply and the installation of a new filtration and disinfection facility.
  - A new 200,000 gallon water storage tank.
  - 13,000 LF of new 8-inch water main, and the associated valves and hydrants.
- **Alternative No. 3:** Individual Point-of-Entry Treatment (POET) Systems.
  - This alternative consists of installing individual point-of-entry treatment systems within each property to treat the existing private well supply with quarterly water supply testing and regular replacement of treatment components.

Based on the evaluation of alternatives described herein, Alternative No. 1: Aquarion Water Company Connection is the recommended preferred alternative at a Preliminary Opinion of Cost of \$10.8 million. A detailed breakdown of the costs can be found in **Appendix O**.

It is noted that the new Scotts Corners Water District will increase the flow requirements from Aquarion Water Company, which is primarily a supplier of water to users in Connecticut. Aquarion Water Company indicated that it is willing to provide Pound Ridge with up to 50,000 gallons of treated water per day at the same cost it charges other customers. Sale terms would also require the Town to be responsible for any additional permitting costs and any treatment or pressure boosting equipment that may be required.

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## II. PROJECT BACKGROUND AND HISTORY

### 1. Site Information

#### a. Location

The project location is the hamlet of Scotts Corners. The hamlet is located in the south-central region of the Town of Pound Ridge, Westchester County New York about one half mile north of the New York – Connecticut state border. Scotts Corners is generally bound by the New York and Connecticut border to the east and south and NYS Route 137, or High Ridge Road, to the west. Westchester Avenue is the main route through the hamlet, which consists of a commercial corridor between Pine Drive and Trinity Pass Road. Figures 2 and 3 –Aquarion Connection, included in **Appendix A**, presents the general area of the proposed improvements.

#### b. Geology and Soils

The National Resources Conservation Service (NRCS) soils map and data identifies a variety of soil types throughout the project area. The primary soils in the area are classified as Charlton fine sandy loam (Ch), Charlton-Chatfield complex (Cr), Charlton loam (Cl), Leicester loam (Lc), Paxton fine sandy loam (Pn), Riverhead loam (Rh), Urban land (Uf), and Urban land-Charlton complex (Uh). The majority of the soils in the area have a moderate infiltration rate and a depth to water table and bed rock over 6.5 feet. There is roughly 700 feet along High Ridge Road just north of the Pound Ridge Golf Club with a shallow bedrock layer of 2.5 feet. There are two locations within Upper Shad Road and High Ridge Road near their intersection which have a very shallow depth to water table of less than 1 foot.

The NRCS soils maps and descriptions are included in **Appendix B**.

#### c. Protected Streams

The New York State Department of Environmental Conservation (DEC) Environmental Resource Mapper has identified multiple unnamed tributaries to the Mill River and minor tributaries to Connecticut. All of the unnamed tributaries have a stream classification of AA-S. See **Appendix C** for the DEC Environmental Resource Mapper information on rivers and streams.

#### d. Topography

The topography slopes down on High Ridge Road from roughly 510 feet above sea level near the golf course to 385 feet above sea level at the intersection with Upper Shad Road. Upper Shad Road is relatively flat ranging from elevations 385 feet to 375 feet, until it slopes up to 400 feet at the intersection with Westchester Avenue. From this intersection to the east toward the Connecticut border, the topography varies from 370 feet to 400 feet, staying relatively flat within the business corridor section.

Topography of the proposed district area is depicted on Figures 2 and 3 – Aquarion Connection included in **Appendix A**.

#### e. Flood Zones

Based upon FEMA flood plain information, the majority of the project area is located outside of the 100-year flood plain. A portion of Scotts Corners is within or adjacent to the 100 year

and 500-year flood zones. The FEMA floodplain data is contained in **Appendix D**. Due to the subsurface nature of the project, the installation of water mains in these areas will have no impact upon the floodplain boundaries.

f. Cultural Resources

The New York State Historic Preservation Office (SHPO) has reviewed the project area and the proposed improvements and concluded that no historic properties, archaeological and/or historic resources, will be affected. SHPO's Letter of No Effect is included in **Appendix E**.

g. Wetlands

i. New York State Regulated Wetlands

The DEC Environmental Resource Mapper indicates that there are State regulated wetlands within the project area. A 164-acre freshwater wetland extends from the southwest side of High Ridge Road, along the southern side of Upper Shad Road and then crosses the street to the west of the Upper Shad Road and Westchester Avenue intersection. There is a 41-acre wetland to the south of Westchester Avenue near the western side of the business corridor. Lastly, there is an 85-acre wetland on the north and south side of Westchester Avenue near the eastern side of the business corridor. Almost all of the project area, excluding near the Pound Ridge Golf Club, is located in a "Check Zone" surrounding a wetland area. This indicates that the area will need to be checked for any extension of the existing wetland that may exist in that area.

The State wetlands and the surrounding check zones are included in NYSDEC Environmental Resource Map in **Appendix C**.

ii. Federally Regulated Wetlands

National wetlands are identified by the United States Fish and Wildlife Service (USFWS) National Wetlands Inventory (NWI). The wetlands to the southeast of Upper Shad Road are identified as Freshwater Pond and Freshwater Forested/Shrub Wetlands, with a Riverine wetland crossing the street roughly halfway between Westchester Avenue and High Ridge Road. The national wetlands near the business corridor are identical to the State wetlands in this area and are identified as Freshwater Forested/Shrub Wetlands. There are two Riverine wetlands that cross Westchester Avenue at the east and west ends of the business corridor along Westchester Avenue. Based upon the wetland location and the probable pipe routing, these wetlands will generally be avoided. Pipe installation crossing any wetlands, if needed, will likely be completed by directional drilling.

The National Wetlands Inventory map is included in **Appendix F**.

h. Rare, Threatened and Endangered Species

i. New York State Listed

The DEC Environmental Resource Mapper identified the Kentucky Warbler as the only rare animal in the east side of Scotts Corners, but the species is not listed by NYS. The DEC Environmental Mapper information for the location is included in **Appendix C**.

ii. Federally Listed

The USFWS Information for Planning and Consultation (IPaC) identified the Indiana Bat and Northern Long-eared Bat as two mammals affected in the location. The Bog Turtle is the only reptile listed as Threatened status in the area. Sixteen migratory birds were found as being on the Birds of Conservation Concern list. The migratory birds include:

- Bald Eagle
- Black-billed Cuckoo
- Blue-winged Warbler
- Bobolink
- Canada Warbler
- Cerulean Warbler
- Chimney Swift
- Golden Eagle
- Kentucky Warbler
- Lesser Yellowlegs
- Prothonotary Warbler
- Red-headed Woodpecker
- Ruddy Turnstone
- Rusty Blackbird
- Prairie Warbler
- Wood Thrush

The IPaC also lists the Monarch Butterfly as a candidate species to be listed in the Endangered/Threatened Species list.

The improvements contemplated herein are not expected to have an impact upon any of the species identified above.

The USFWS IPaC information for the project area is included in **Appendix G**.

i. Environmental Justice

There are no environmental justice areas within or adjacent to the project area.

j. NYS Environmental Quality Review Act (SEQRA)

Prior to adopting a project, the Town must make a Determination of Significance under SEQRA (6 NYCRR Part 617). This project can be considered an Unlisted Action under SEQRA since it is not anticipated to disturb more than 10 acres. The project will require permits and approval from other agencies. The Town has initiated a coordinated review to establish the Town as the Lead Agency for the purpose of making the required environmental determination for the project. The other agencies that should be contacted as part of the coordinated review include, but is not necessarily limited to:

- New York State Department of Environmental Conservation
- New York State Department of Health
- New York State Department of Transportation
- Westchester County Department of Health
- Westchester County Highway Department

The completed Full Environmental Assessment Form is included in **Appendix H**.

2. Ownership and Service Area

a. Ownership

All proposed facilities within Scotts Corners Water District will be owned and operated by the Town of Pound Ridge.

b. Water System Operations and Management

The public water supply will be managed, operated, and maintained by the Town of Pound Ridge. It is anticipated that the Town will employ a NYS certified operator to operate, maintain, and prepare reports to the Westchester County Department of Health (WCDOH) and/or the State of New York.

c. Water District Boundary

The Scotts Corners Water District will contain approximately 39 parcels. The water district boundary map and description are included as Figure 1A – Proposed Boundary and Figure 1B – Water District Boundary Description in **Appendix A**.

d. Outside Users

No outside users are planned or proposed for the Scotts Corners Water District.

e. Land Use and Zoning

Land use in Scotts Corners is predominately light commercial, retail, and mixed-use occupancies with a few single-family homes. Based upon the Town of Pound Ridge Zoning Map, all property within the project area is zoned as Planned Business District.

f. Population Trends and Growth

The proposed service area of Scotts Corners Water District is only a small portion of the Town. Census data for the hamlet is not available but building records show that there are 3 single family homes and 33 apartments, with a total of 57 bedrooms. Assuming 2 people per bedroom implies a population of 114 people.

Most of the parcels within the district are already built-out with light commercial-retail and services storefronts and a mix of residential apartments in accordance with zoning. Additional population growth is not expected.

g. Historical and Projected Water Use Data

There is no historical water use data for the proposed water district. Projected water use has been established by estimating water use based on building occupancy, which can be found in **Appendix I**. Average daily water use is estimated to be 33,300 GPD. According to the 2024 Census, Town wide population has decreased about 7 percent over the past 10 years. For conservative design purposes, it is assumed that this trend will reverse and growth within the proposed district will be 1 percent per year.

Table 1- Water Use Forecast	
Year	Average Water Use (GPD)
2023	33,300
2025	34,000



2030	35,700
2035	37,500
2040	39,400

h. Nearby Public Water Systems

The closest water system near the area is Aquarion’s Stamford water system, which uses a network of five reservoirs as its source (Laurel and North Stamford in Connecticut, and Mill, Trinity, and Siscowit in New York) and a treatment facility in North Stamford, Connecticut. The nearest infrastructure in this system is a water storage tank at the Pound Ridge Golf Club. The tank is located to the west of High Ridge Road, served by a 16-inch water main that extends to a point 2,600 feet south of the Upper Shad Road and High Ridge Road intersection.

Old Post Road Water District and Farms Water District in the Town of Bedford are the next nearest water districts approximately 3 to 4 miles to the northwest. Both of these water districts reported levels of PFOA/PFOS above the regulatory standard in their drinking water.

i. Community Involvement

Due to the historical groundwater gasoline contamination and the recent discovery of PFOA/PFOS contamination in various water supply wells throughout the proposed district, there has been a considerable amount of interest in obtaining water from another source to replace individual water wells. The Pound Ridge Water/Wastewater Task Force was formed by the Town Board to assist in developing potential long-term wastewater treatment and disposal solutions for the Scotts Corners Business Districts. The Task Force has served as a liaison between the Town Board and Scotts Corners community to share information and ideas.

In addition, public notices and hearings are planned to provide the public with an opportunity to comment upon the proposed district and its public water system improvements.

### III. EXISTING FACILITIES

The proposed Scotts Corners Water District includes approximately 39 parcels that are currently served by private wells for their water supply and individual on-site septic systems for wastewater disposal. Many of the septic systems were installed in the 1940's and 1950's before any regulations for design were in place, and have reported health code violations as noted in the June 2019 report titled "Scotts Corners, Pound Ridge, NY Wastewater Supply Engineering Plan" by Lombardo Associates, Inc.

The groundwater supply in Scotts Corners has been subject to an extensive history of contamination issues, creating a dangerous drinking water environment for the users. Contaminants of concern in the well supply consist of methyl tert-butyl ether (MTBE) which is a gasoline byproduct, perchloroethylene (PCE) which is a chlorinated solvent, and more recently perfluorooctane sulfonic acid (PFOS) and perfluorooctanoic acid (PFOA). Many of the wells had been tested by New York State and Westchester County and found toxic levels of these contaminants. At least two (2) properties were issued a Notice of Violation (NOV) for PFOS and PFOA for exceeding State Maximum Contaminant Levels (MCL).

#### MTBE and PCE

The majority of the MTBE in the groundwater can be traced back to a broken gasoline line in November 1972 at the Shell Oil Company gas station that was on the corner of Westchester Avenue and Trinity Pass, directly in the center of the hamlet, which is now a Mobile gas station. There was a reported 451 gallons of gasoline discharged into the subsurface. Other reports related to this station include liquid from the oil tanks draining into roadside culverts, large holes in the oil tanks, and malfunctioning sump pumps not collecting gasoline from the gasoline pumps.

Another spill at a Texaco gas station at the west end of Scotts Corners was reported in the 1970s contributing to the contaminated groundwater as well. A Stipulation Agreement (STIP) was entered between Shell Oil and the NYSDEC in 2006, which required Shell Oil to install nine point-of-entry treatment (POET) systems in adjacent properties impacted by the spill. The systems have been installed and are continuously monitored and tested by Shell Oil as reported in 2015. It is reputed that these systems are still in operation but not likely monitored or sampled by Shell Oil.

The majority of properties in the Scotts Corners hamlet contain either underground or above ground heating oil storage tanks, which have likely also contributed to the MTBE-related contamination. These tanks are either active or have been closed. The cause of contamination stems from spills due to test failures, overflow or equipment failures, or a few unknown incidents associated with these oil storage tanks, many of which are located in the NYSDEC Spills Incident Database.

In 2016, Toxics Targeting developed an extensive report titled "Toxic Concern Environmental Database Report" for the Town of Pound Ridge and specifically the Scotts Corners area. This report summarized the following contamination concerns in the project area:

- 7 sites of high concern, with issues ranging from a NYSDEC inactive hazardous waste disposal site, active hazardous spills (one of which has since been closed, 64 High Ridge Road), and closed oil storage tank failures and spills
- 15 sites of medium concern, with issues ranging from active and closed tank test failures, and closed tank failures

The PCE contamination was found at the Pound Ridge Dry Cleaners at 72 Westchester Avenue. Soil samples collected behind the dry cleaners had PCE levels of 20 parts per billion (PPB) and 19 PPB. The drinking water at the site has been sampled several times since July 1993 when the problem was first discovered, with PCE results ranging from 1.3 to 13 PPB. This site was listed as a potential State Superfund Site (Code 360047) by the NYSDEC. New York State does not have a MCL for PCE but the EPA has established a Federal MCL of 5 PPB for this contaminant, indicating elevated levels of PCE are present within the site's groundwater.

A copy of relevant excerpts from the Toxics Targeting Report for the Scotts Corners area are included in **Appendix J**.

#### PFOS and PFOA

More recently, Westchester County DOH has issued Notices of Violation (NOV) for two properties within the proposed district, 76 Westchester Avenue in 2021 and 54 Westchester Avenue in 2023. The New York State Sanitary Code allows a MCL of 10 parts per trillion (PPT) for PFOA and PFOS in drinking water. The EPA just announced a Federal MCL of 4 PPT for these contaminants. Quarterly well water sampling results for both properties indicate 11.3 PPT in the 2021 samples and 8.7 PPT in the 2024 samples at 76 Westchester Avenue and up to 24 PPT in the 2023 samples at 54 Westchester Avenue. The properties are roughly 950 feet apart, indicating that the groundwater supply may be contaminated with the toxic compounds. Copies of the County Notices of Violation are included in **Appendix J**. These properties were required by the County to install individual point-of-entry treatment (POET) systems to treat the contaminated well water. The required systems have not yet been installed and are reportedly in the design stage.

A survey was conducted in 2017 by the NYSDEC for New York State Fire Departments in their use/storage/disposal of PFOS/PFOA substances, often used in Class B fire suppression foam. The Town of Pound Ridge Fire District, located at 80 Westchester Avenue, responded yes to the current use/storage of this foam known to contain PFOS/PFOA, but did not have any spills or leaks to report.

There many possible sources of the PFOS and PFOA contamination in the groundwater, ranging from discharge of chemicals to septic systems and other unreported spills.

## IV. PROJECT NEED

1. Health, Sanitation, and/or Security

The project is required to protect the public from the potential effects of the elevated or toxic levels of MTBE, PCE, and PFOS/PFOA in their drinking water.

2. Aging Infrastructure

The properties in the proposed district currently utilize private wells for individual drinking water supply. Each property contains a septic system for wastewater discharge, many of which do not comply with contemporary treatment requirements and are located too close to drinking water wells as noted in the Lombardo report. Many of the septic systems have aged well beyond their useful life, creating an unsafe environment because of inadequate treatment and increased failures. The contaminated groundwater that is being drawn from the private wells ends up being discharged into the septic systems, which can flood to the surface due to septic failure and/or recharging the watershed with the contaminated water.

3. Suitability for Continued Use

The extensive groundwater contamination within the hamlet of Scotts Corners prohibits the continued use of private wells to supply users with drinking water. The County has required only two properties with public water systems to implement the necessary treatment systems due to sample results indicating PFOS and PFOA above State and Federal MCL's. These properties have not yet installed the treatment systems, and other than the nine that installed POET systems related to the Shell Oil spill, the remainder of properties have not received water quality monitoring and sampling and have not been required or advised to install treatment systems. The private wells are likely to be unsuitable for continued use of supplying drinking water with the entire local watershed likely contaminated with similar toxic chemicals.

4. Regulatory Compliance

There have been two notices of violation for properties in the Scotts Corners area from the Westchester County DOH. The violations were related to well water sampling results that indicated PFOS and PFOA levels above the State Sanitary Code. The violations required the individual properties to provide extensive treatment systems for the contaminants but remains a threat for the surrounding properties in the district that have not been tested and do not have any treatment, which can be presumed to be supplying contaminated groundwater to its users.

5. Design Standards Compliance

Many of the existing septic systems adjacent to the private wells throughout the hamlet installed prior to design standards and have experienced health code violations in the past. Some of the systems do not meet the necessary setback requirements from the water wells. This poses a threat for contamination of the drinking water provided by the well.

## V. ALTERNATIVES ANALYSIS

The following alternatives have been considered for the water district:

<b>Null Alternative:</b>	No Action
<b>Alternative No. 1:</b>	Aquarion Connection
<b>Alternative No. 2:</b>	New Water Treatment Facility
<b>Alternative No. 3:</b>	Individual Point-of-Entry Treatment (POET) Systems

### A. Null Alternative

For this alternative, no improvements will be made, leaving contaminated drinking water serving Scotts Corners properties. While there is no public capital cost for this option, the private water well users will have ongoing water treatment responsibilities if they continue to use their wells. Furthermore, contaminated groundwater will continue to be pumped from wells and discharged to defective septic systems, in turn leading to impairment of the watershed.

### B. Alternative No. 1: Aquarion Connection

Alternative No. 1 includes the installation of an 8-inch water main from the existing 16-inch water main on High Ridge Road to Scotts Corners, a distance of approximately 13,000 linear feet. The 8-inch water main would be installed along High Ridge Road, Upper Shad Road, and Westchester Avenue.

A meter pit will be installed at or near the point of connection to the Aquarion system. This will house the master meter to measure usage by the district and for billing purposes between Aquarion and the proposed water district.

Depending upon testing of chlorine levels and NYSDOH input, a treatment building will be installed after the meter pit near the point of connection to the Aquarion system, where chlorine injection will occur to maintain minimum required chlorine concentration for disinfection purposes. This will be a two-room premanufactured building containing:

- Control Room
  - Pump controls
  - Distribution panel
  - Automatic transfer switch
  - Flow meter telemetry panel
  - Air release valve
- Chlorine Room
  - Duplex metering pumps
  - Chlorine analyzer
  - Chemical containment pallets
  - Static mixer
  - Injection port
  - Emergency eyewash
- Common Features
  - Lighting
  - Floor drains

- Smoke alarms
- Intrusion alarm
- Heaters
- Exhaust and intake venting

Valves are proposed at locations where water mains intersect and at such other locations required to easily isolate a section of the distribution system for repair or maintenance. Valves will be spaced at intervals of no more than 500 feet in the Scotts Corners commercial area and approximately 1,500 feet apart in sparsely populated areas with no intersecting mains.

Fire hydrants will be installed within the district at approximately 350 to 600 feet spacing.

New service laterals will be installed from the water main to the property or easement line. Each property owner will be responsible for the connection from the curb stop to their existing water service. The user will also be responsible for installing the water meter and meter setter which will be supplied by the Town.

Figures 2 and 3 – Aquarion Connection in **Appendix A** depicts the generalized alignment of the proposed water main and appurtenances.

The maximum static pressure in the district will be approximately 96 PSI on Westchester Avenue near the eastern district boundary. Static pressure along High Ridge Road will be a maximum of approximately 92 PSI near the High Ridge Road and Upper Shad Road intersection. The maximum static pressure on Upper Shad Road will be 94 PSI. Pressure calculations are located in **Appendix K**.

Based upon the projected flow of 40,000 GPD in 2040, the average flow rate is 30 GPM with the peak flow rate estimated at 60 GPM. For the average flow rate, system pressure is not expected to drop more than 1 PSI. The pressure drop at the estimated peak flow is approximately 2 PSI.

The maximum fire flow available while maintaining a minimum system pressure of 20 PSI is 750 GPM, assuming the draw is at the extreme end of the district. This meets the ISO fire flow requirements for areas with 21-30 feet between buildings, which represents the majority of the district.

#### Land Requirements

The water main is anticipated to be located in either Town or NYSDOT right of way, depending on conditions observed after field survey. Easements may be required in areas where sufficient right-of-way does not exist.

#### Environmental Impacts and Mitigation Measures

There are no significant environmental impacts associated with the project. A number of migratory birds were identified as being in vicinity of the project. The improvements contemplated herein are not expected to have an impact to the species.

The water main requires stream crossings in multiple locations. There will be a total of approximately 650 feet of directional drilling of the water main to avoid impacts to the streams

and their banks. It is recommended 10” HDPE pipe for the purpose of directional drilling. The HDPE water main will not be subject to the corrosive nature of the location and will have electro-welded joints, making the line a single piece of pipe with no joints to leak.

Construction and Site Conditions

There are no special construction or site conditions that affect the project.

Preliminary Opinion of Cost

The Preliminary Opinion of Cost for the Alternative No. 1 is approximately \$10.8 million.

Detailed Preliminary Opinions of Cost for the project is presented in **Appendix O**.

Non-Monetary Factors

Most significantly, the improvements will provide safe and clean drinking water to users served by the improvements and eliminate the use of contaminated groundwater as a water supply. The users will no longer need to assume the responsibility for private water treatment and will no longer depend on wells in the vicinity of aging septic systems and failing oil storage tanks for drinking water.

It is to be noted that the Aquarion water supply that Scotts Corners would be utilizing reported 1 PPT of PFOA levels in their water supply report from 2023. This is well below the Federal MCL Of 4 PPT. If the users prefer complete removal of PFOA, individual treatment systems will be required.

Operation and Maintenance Considerations

Short-lived assets associated with the proposed improvements that will require maintenance and replacement after the service life of the equipment include:

- Individual Flow Meters
- Hydrants

The average annual O&M costs associated with this project are as follows:

Laboratory testing, billing, personnel, and reserves	\$43,000
Annual Aquarion Water Purchase Cost	\$34,000
<u>O&amp;M Contingency (~20%)</u>	<u>\$13,000</u>
Total	\$77,000

The annual Aquarion Water Purchase Cost assumes the “Eastern Division – General” water rates of \$5.66 / 1,000 gallons for the first 314,000 gallons and \$2.79 / 1,000 gallons for additional usage. Annual usage is assumed to be the current average daily use of 32,000 GPD, or 11.7 MG per year, resulting in \$34,000 per year.

C. Alternative No. 2: New Water Treatment Facility

Alternative No. 2 includes the installation of new surface water source treatment facility, water storage tank, and the necessary piping to convey the treated water to the proposed district. Due to the extensive new infrastructure, permitting, disturbance, and cost involved with this Alternative, it is considered unfeasible and only generally described.

This alternative is based off of the 1973 agreement between the Town and Aquarion for the construction of the Siscowit Reservoir which provided the Town with access to the reservoir

and rights to draw water for public use. Aquarion currently uses the reservoir as a surface water source and treats the water offsite at one of their treatment facilities.

The Siscowit Reservoir is located approximately 1.2 miles east of Scotts Corners in a remote wooded location. This alternative includes the construction of a new treatment facility adjacent to the Siscowit Reservoir sized for 50,000 GPD that would be owned and operated by the Town. Due to lack of water sampling results from the reservoir, the proposed treatment and disinfection is assumed to be similar to the treatment facilities used by Aquarion for the reservoir supply, which includes:

- Coagulation
- Flocculation
- Sedimentation
- Chlorine Disinfection
- Sand Filtration

After treatment and disinfection, the treated water will be conveyed to a water storage tank via pumps at the treatment facility to provide the district with a water supply redundancy in the case of emergency. Using the projected 2040 average daily use of the proposed district of 40,000 GPD and the worst case ISO requirements of 1,000 GPM of fire flow for a duration of two hours for buildings 11 to 20 feet apart (120,000 GPD), the system requires a 200,000 gallon storage tank. The tank will need to be installed at higher elevations than the business corridor of Scotts Corners, in an area near the New York and Connecticut border off of Westchester Avenue.

This alternative will include approximately 13,000 linear feet of 8-inch water main and the necessary hydrants and gate valves as described in Alternative No. 1. The service connections within the district will be the same as Alternative No. 1. Due to the remoteness of the reservoir and to avoid extensive easements and tree removal, the water main alignment will need to enter through Connecticut before reaching Westchester Avenue.

Figure 3 – New Water Treatment Facility included in **Appendix A** depicts the general alignment of the proposed water main and location of the treatment facility and storage tank. It is anticipated the water main will be installed within the right of way in all areas.

#### Land Requirements

The water main is anticipated to be located in either Town, NYSDOT, and the Connecticut DOT right of way, depending on conditions observed after field survey. Outright purchase of land will be required for the treatment facility and storage tank.

#### Environmental Impacts and Mitigation Measures

The treatment facility, storage tank, and portions of the water main will be located within NYSDEC wetlands or wetland check zones. These locations will need to be delineated and the proposed designs would need to be discussed with the NYSDEC to minimize wetland impacts.

The tree removal associated with the treatment facility and storage tank would need to be evaluated to avoid disturbing the migratory birds in the area.



Preliminary Opinion of Cost

A generalized Preliminary Opinion of Cost for Alternative No. 2 is as follows:

Water Main and Restoration	\$4,500,000
Appurtenances (Gate valves, hydrants, service connections)	\$1,100,000
Treatment and Disinfection Facility	\$4,000,000
Water Storage Tank	\$1,000,000
Contingency (30%)	\$3,200,000
Engineering, Survey, Permitting (20%)	\$2,750,000
Construction Administration & Observation (15%)	\$2,100,000
Land Acquisition	\$500,000
<b>Total</b>	<b>\$19,150,000</b>

Non-Monetary Factors

Construction of the treatment facility will need to be coordinated with Aquarion and the water main located within Connecticut will need to be coordinated with the appropriate authorities for roadside utility installation.

Operation and Maintenance Considerations

Short-lived assets associated with the proposed improvements that will require maintenance and replacement after the service life of the equipment include:

- Pumps, Controls, Motors
- Telemetry
- Chemical Feed Pumps
- Granular Filter Media
- Membranes
- UV Lamps
- Backup Power Generator
- Flow meters
- Hydrants

The treatment facility will require extensive O&M activity and costs, such as a full-time and backup certified plant operators, coagulation chemicals, tank backwashing, disinfection replacement parts, etc. This is expected to add a substantial annual O&M cost to the project.

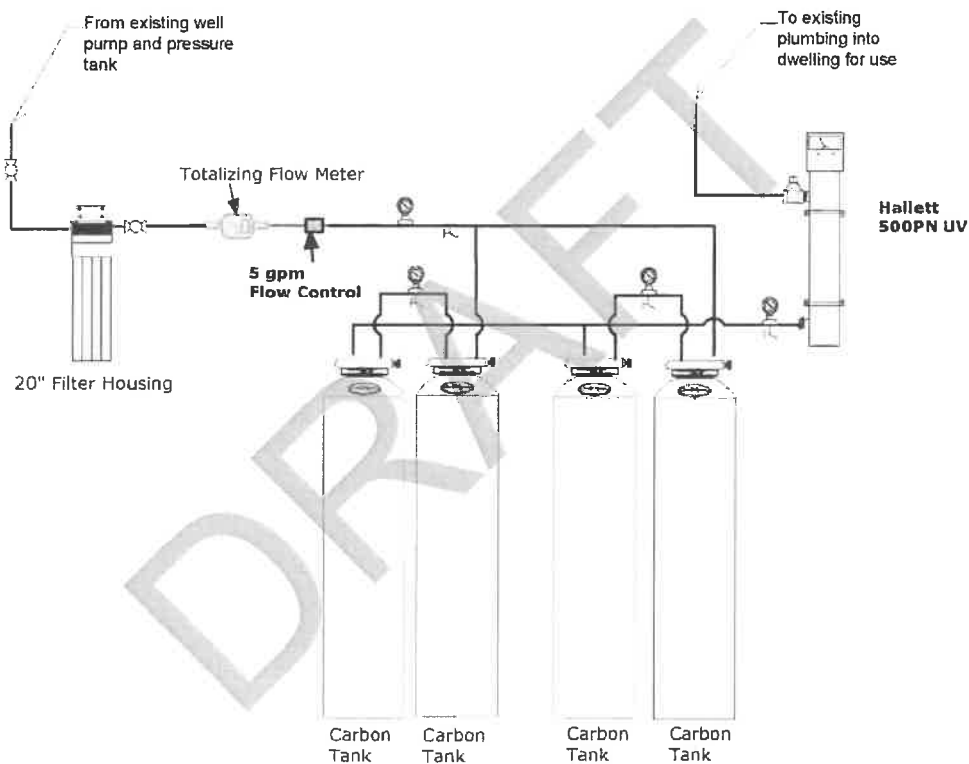
**D. Alternative No. 3: Individual Point-of-Entry Treatment (POET) Systems**

Alternative No. 3 includes the installation of Point-of-Entry Treatment (POET) Systems within each individual property dwelling. These systems utilize the existing well pumps and are installed after the existing pressure tank prior to being plumbed into the building for water use. They are designed to filter and disinfect the groundwater supply for use in residential and commercial properties using the following components:

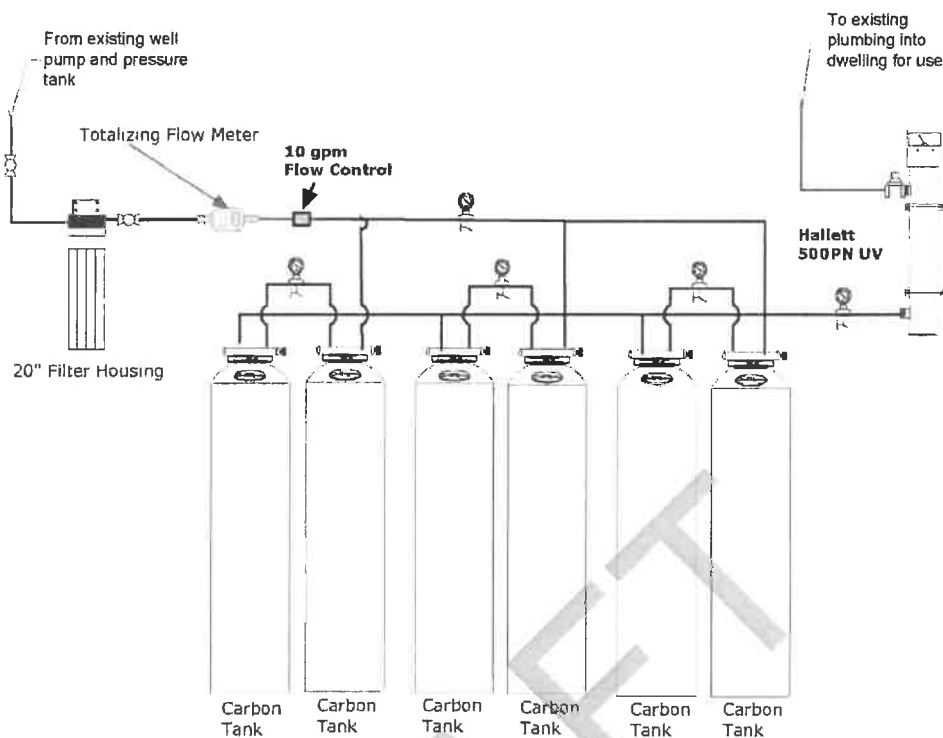
- Pre-filter, for use in removing sand and other natural small particles
- Flow meter, to measure the incoming flow into the treatment system
- Flow restrictor, for use in limiting the flow into the carbon tanks
- Granular active carbon (GAC) tanks, one set of primary use tanks and one set of redundant tanks, for use in removing the contaminants such as MTBE, PCE, and PFOS/PFOA

- Ultraviolet (UV) disinfection unit, to disinfect the treated water prior to entering the building for use
- Sampling ports, for use in quarterly testing of the treated water to ensure contaminant removal to levels below the MCL

There are two systems associated with the proposed district, a low flow (5 GPM) system designed for residential properties or commercial properties with minimal water use, and a high flow (10 GPM) system for large water users such as multiple unit residential buildings or commercial properties. The low flow units are equipped with two active GAC tanks and two redundant tanks, while the high flow units have three active tanks and three redundant tanks. The number of tanks is designed using 10 minute empty bed contact time within the carbon. Schematics of the two POET systems are shown below:



5 GPM PFAS System



### 10 GPM PFAS System

Due to the extensive contamination reported within the proposed district's groundwater, minimum sampling is suggested to be performed quarterly, and will ultimately be decided by the State. Although not shown in the schematics above, a sampling port would be provided between the active and redundant tanks in order to indicate when breakthrough of contaminants has occurred. Upon sampling results indicating that the active GAC tanks have been depleted and need replacement, a Town-contracted representative will need to come and switch to the redundant set of GAC tanks and replace the exhausted tanks, placing them into the redundant setting. The expended carbon tanks will then need to be disposed of in a regulated and approved location.

The remainder of the components will require user maintenance. This includes the pre-filter cartridges and UV lamp bulb and sleeve kit. The groundwater in the project area is reported to have high levels of iron and sulfur, which will clog the pre-filter cartridges very quickly. The typical replacement rate is 6 to 12 months, but due to the groundwater quality, monthly replacements may be needed. The UV lamp bulb and sleeve is expected to require annual replacement.

#### Land Requirements

There are no land requirements associated with this alternative.

#### Environmental Impacts and Mitigation Measures

There are no significant environmental impacts associated with the project.

### Construction and Site Conditions

The treatment systems will need to be installed within the existing buildings. Depending on the available space where the well pump piping enters the building and the pressure tank is installed, problems may be encountered due to the available space not being sufficient for the POET system. For the purpose of this evaluation, it is assumed that sufficient space will be available for treatment system installation.

### Preliminary Opinion of Cost

The cost of the POET systems with freight and installation is estimated at the following:

- 5 GPM POET System = \$26,000
- 10 GPM POET System = \$36,000

For the purpose of this analysis, the nine existing POET systems and two POET systems in the design stage are to be replaced with new systems installed by the Town to meet all necessary regulations and standards, and will be continuously monitored and tested by the Town. Using the estimated water usage for each property, some of which share multiple uses within the same building, and excluding vacant properties, the following is the Preliminary Opinion of Cost for this alternative:

5 GPM POET Systems (26 ea.)	\$676,000
10 GPM POET Systems (13 ea.)	\$468,000
Contingency (30%)	\$345,000
Engineering, Survey, Permitting (20%)	\$300,000
Construction Administration & Observation (15%)	\$225,000
<b>Total</b>	<b>\$2,014,000</b>

### Non-Monetary Factors

One of the main factors of implementing these treatment systems is the potential for the GAC tanks to become exhausted and fail to filter out the toxic contaminants before the next quarterly sampling visit. This puts the user at risk for ingestion of contaminated drinking water without knowing that the water is no longer being treated.

The users will still be relying on the groundwater as a source with the aging septic systems and gasoline contaminated groundwater plume within the immediate vicinity of the well. This poses an increasingly dangerous risk as the septic systems and oil tanks can continue to fail and contaminate the groundwater further.

Implementation will be difficult since each location will vary in space available and owner preferences. The owners will face increased responsibility for ensuring the proper operation of the treatment system and coordination with the appropriate parties during emergencies.

### Operation and Maintenance Considerations

Although this alternative has a low construction cost, the recurring operations and maintenance (O&M) costs are substantial.

The district will be responsible for the cost of replacing the GAC canisters and contracting a company to have a representative perform quarterly testing and physical replacement and disposal of the canisters. With 26 low flow POET systems and 13 high flow POET systems proposed in the district, there will be a total of 91 GAC tanks that will require regular operation and replacement by the district.

Estimated annual O&M costs for the district are as follows:

Sample testing (39 systems at 4 tests per year / \$1,200 ea)	\$187,200
GAC tank service visit for replacement (39 systems at 2 services per year / \$800 ea)	\$62,400
<u>GAC tanks (2 replacements per year / \$775 ea / 91 tanks)</u>	<u>\$141,000</u>
<b>Total</b>	<b>~\$391,000 per year</b>

The individual user will be responsible for the following O&M costs for their POET system:

Pre-filter cartridges (12 per year / \$44 ea)	\$528
UV lamp bulb set (1 per year / \$295 ea)	\$295
<u>UV quartz sleeve kit (1 per year / \$285 ea)</u>	<u>\$285</u>
<b>Total</b>	<b>\$1,100 per year</b>

Unlike an annual debt service payment which will end once the loan period is complete, these annual costs will continue for the user for the remainder of the POET system's use, which will continue for the foreseeable future due to the groundwater contamination. This cost will be the responsibility of the user on top of the annual debt service payment required for loans associated with the project construction costs.

Short-lived assets associated with the proposed improvements that will require maintenance and replacement after the service life of the equipment include:

- Pre-filter cartridge
- UV lamp bulb and sleeve kit
- Flow meter
- GAC tank

## VI. SUMMARY AND COMPARISON OF ALTERNATIVES

Table 2 - Summary and Comparison of Alternatives			
	Pros	Cons	Preliminary Opinion of Cost
Null Alternative	None	<ul style="list-style-type: none"> <li>- Individuals should continue to rely on their private wells.</li> <li>- The public will not get reliable source of pure drinking water.</li> </ul>	\$0
Alternative No. 1: Aqurion Connection	<ul style="list-style-type: none"> <li>- Eliminates the concern of utilizing MTBE, PCE, PFOS/PFOA contaminated groundwater</li> <li>- Provides safe treated drinking water to the users</li> <li>- Provides fire protection</li> <li>- No longer relying on groundwater in the vicinity of septic systems and oil storage tanks</li> </ul>	<ul style="list-style-type: none"> <li>- Disturbance associated with new distribution piping and services</li> <li>- Agreement required with Aqurion for purchase of water</li> </ul>	\$10.8 million
Alternative No. 2: New Water Treatment Facility	<ul style="list-style-type: none"> <li>- Eliminates the concern of utilizing MTBE, PCE, PFOS/PFOA contaminated groundwater</li> <li>- Provides safe treated drinking water to the users</li> <li>- Provides fire protection</li> <li>- No longer relying on groundwater in the vicinity of septic systems and oil storage tanks</li> </ul>	<ul style="list-style-type: none"> <li>- Requires distribution piping out of State</li> <li>- Excessive costs and ground disturbance associated with the storage tank and treatment facility</li> <li>- Excessive amounts of O&amp;M labor and costs required by the Town</li> </ul>	\$19.1 million
Alternative No. 3: Individual Point-of-Entry Treatment (POET) Systems	<ul style="list-style-type: none"> <li>- Provides safe treated drinking water to the users</li> </ul>	<ul style="list-style-type: none"> <li>- Continued use of contaminated groundwater supply</li> <li>- Continued use of existing wells in the vicinity of aging septic systems and failing oil storage tanks</li> <li>- Excessive amounts of O&amp;M labor and costs for both the Town and individual user</li> <li>- Difficult implementation of treatment systems in existing space within the dwellings.</li> </ul>	\$2.0 million (With \$1,100 / year for users O&M and \$391,000 / year for Town O&M)

## VII. RECOMMENDED ALTERNATIVE

The recommended alternative for the Water System Improvements is Alternative No. 1: Aquarion Connection. Alternative No. 1 is preferred because it is the lowest cost alternative that meets all of the project goals. Other benefits include having the existing treated water infrastructure in place already, making the project most readily available and eliminate the use of contaminated groundwater by the district users. This alternative also provides the district with an emergency water storage supply and fire protection. Lastly, compared to the large construction costs of Alternative No. 2 and the excessive O&M cost and labor for both the Town and users in Alternative No. 3, this project puts the least amount of stress on the already limited financial ability of the Town.

Concept plans of the improvements are presented on Figures 2 and 3 – Aquarion Connection in **Appendix A**. The total Preliminary Opinion of Cost of the project is \$10.8 million and is located in **Appendix O**.

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## VIII. TYPICAL USER COSTS

Since only Alternative No. 1 fulfills the goals of the project, user cost information is provided only for that particular option. The annual user cost is comprised of two components, debt service and operation and maintenance

### 1. Debt Service

The amount of the project to be financed, and hence the annual debt service, will be affected by the ability to obtain grants and low interest loans to assist in decreasing the amount to be financed and the cost of financing:

#### 1. NYS Water Grant

For drinking water projects addressing an emerging contaminant above the current State determined MCL, the maximum grant available under the program is 70% of the project cost with no cap.

#### 2. DWSRF low interest loan

The NYSEFC Drinking Water State Revolving Fund (DWSRF) provides low interest loans for municipal drinking water projects.

The total capital cost for this project is \$10,810,000. The annual debt service payment will vary depending on the applicability of any successful grant and loan applications.

The annual debt service cost will be spread across the properties in the proposed district on an equivalent dwelling unit (EDU) basis. With the majority of the residential users in the district being one bedroom apartments, the typical EDU for the district is based on the water usage of a single bedroom apartment. One EDU represents 110 GPD per the wastewater projections in the NYSDOH Appendix 75-A guidelines. The district contains a total of 289 EDU's.

### 2. Debt Service Scenarios

For this project, in addition to conventional financing, the following funding scenarios have been evaluated and used to determine the annual debt service payment.

#### 1. No funding assistance

Project is financed with a 30 year loan at 5 percent interest.

#### 2. No grant funding with a DWSRF low interest loan

Project is financed with a DWSRF 30 year loan at 3 percent interest.

#### 3. NYS Water Grant Assistance with a DWSRF low interest loan

Project is funded with the NYS Water Grant in the amount of 70 percent of the total project cost and the remainder is financed with a DWSRF 30 year loan at 3 percent.

### 3. Operation and Maintenance

The average annual O&M costs associated with this project are \$77,000 as described in the alternative analysis.



4. Excess Water Usage

If the property exceeds their designated EDU usage for the quarter, the excess usage cost will be \$3.34 per 1,000 gallons. This cost was determined using 120% of the Aquarion excess usage fee per gallon.

5. Debt Service Rates

The table below presents a matrix of potential financing options using the scenarios identified above and the associated rates.

Description	Scenario 1 5% Loan and No Grant	Scenario 2 DWSRF 3% Loan and No Grant	Scenario 3 DWSRF 3% Loan and 70% NY Water Grant
1. Construction Costs	\$6,000,000	\$6,000,000	\$6,000,000
2. Engineering Costs			
a. Design, Survey & Permitting	\$960,000	\$960,000	\$960,000
b. Construction Admin & Observation	\$840,000	\$840,000	\$840,000
3. Other Expenses			
a. Local Counsel	\$20,000	\$20,000	\$20,000
b. Bond Counsel	\$20,000	\$20,000	\$20,000
f. Fiscal Advisor	\$25,000	\$25,000	\$25,000
4. Equipment	-	-	-
5. Land Acquisition	\$450,000	\$450,000	\$450,000
6. Project Contingency (~30%)	\$2,495,000	\$2,495,000	\$2,495,000
7. Total Project Costs	\$10,810,000	\$10,810,000	\$10,810,000
8. Other Sources of Financing	\$0	\$0	\$7,567,000
9. Project Costs to be Financed	\$10,810,000	\$10,810,000	\$3,243,000
10. Financing Insurance Costs			
a. Direct Expense (1%)	\$109,000	\$109,000	\$33,000
b. State Bond Issuance Charge (0.84%)	\$91,000	\$91,000	\$28,000
c. Administrative Fee (1.1%)	\$119,000	\$119,000	\$36,000
<b>Total Loan Required</b>	<b>\$11,129,000</b>	<b>\$11,129,000</b>	<b>\$3,340,000</b>
Assumed Payment Period (years)	30	30	30
Assumed Interest Rate (%)	5%	3%	3%
Annual Loan Payment	\$723,957.42	\$567,793.34	\$170,404.33
Annual O&M Cost	\$77,000.00	\$77,000.00	\$77,000.00
Total EDUs	289	289	289
<b>Annual Cost per EDU</b>	<b>\$2,771.48</b>	<b>\$2,231.12</b>	<b>\$856.07</b>
Quarterly Cost per EDU	\$692.87	\$557.78	\$214.02

5. Typical User Cost

The total annual cost, including debt service and operation and maintenance, for all properties within the proposed district is presented in the table below. For report purposes, the figures are based upon a DWSRF loan with 30 year term, 3 percent interest, and with 70 percent grant funding (Scenario 3).

Annual O&M	\$266
Debt Service	\$590
Typical User Cost per EDU	\$856

A table of the expected first-year costs for each property in the district is included in **Appendix I**. A table showing annual costs for the average, median, and mode properties follows.

	EDUs	Total Annual Cost
Average Property	4	\$3,389.10
Median Property	5	\$4,280.35
Mode Property	2	\$1,712.14

6. One-Time Cost

In addition to the above annual user costs, there will be a one-time cost associated with connecting the property to the system. Each property owner will be responsible for installing the connection to the water lateral that will be constructed by the project and terminates at the road right-of-way. The property owner will also be responsible for installing the Town-supplied water meter and setter. Since the corridor is mostly commercial in nature and buildings are located at various distances from the road right-of-way, this report does not present a typical cost for the work to be undertaken by individual property owners.

## **IX. PERMIT/APPROVAL REQUIREMENTS**

The proposed project may require the following regulatory approvals in order to be constructed:

- New York State Department of Health (NYSDOH)
  - Approval of Plans
- Westchester County Department of Health
  - Approval of Plans
- New York State Department of Environmental Conservation (NYSDEC)
  - Freshwater Wetlands Permit for work in the wetland
  - NY Waters Permit for stream crossings
- New York State Department of Transportation (NYSDOT)
  - Highway Work Permit for work in NYS Route 137.
- NYS Office of Historic Preservation
  - Letter of “No Impact” for work in archeological sensitive area

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## X. PROJECT SCHEDULE

<b>TASK</b>	<b>DURATION (WEEKS)</b>
Prepare preliminary engineering report.	COMPLETE
Prepare final construction documents, including construction drawings, specifications, and engineer's opinion of construction cost.	45
Apply for and obtain regulatory approvals and permits.	8
Release documents for public bidding. Review bids and select the lowest responsible bidder.	6
Construction period.	18

## **XI. RECOMMENDED ACTIONS**

Should the Town Board wish to progress the project recommended herein the following actions are recommended:

- A. SEORA Review  
Complete the required SEQRA Environmental Review.
- B. Water District Formation  
Authorize the formation of the water district.
- C. Plans and Specifications  
Authorize the preparation of the required plans and specifications for the proposed improvements.
- D. Capacity Development  
Ensure that the new district water system meets the requirements of the Capacity Development Evaluation Form in **Appendix L**.

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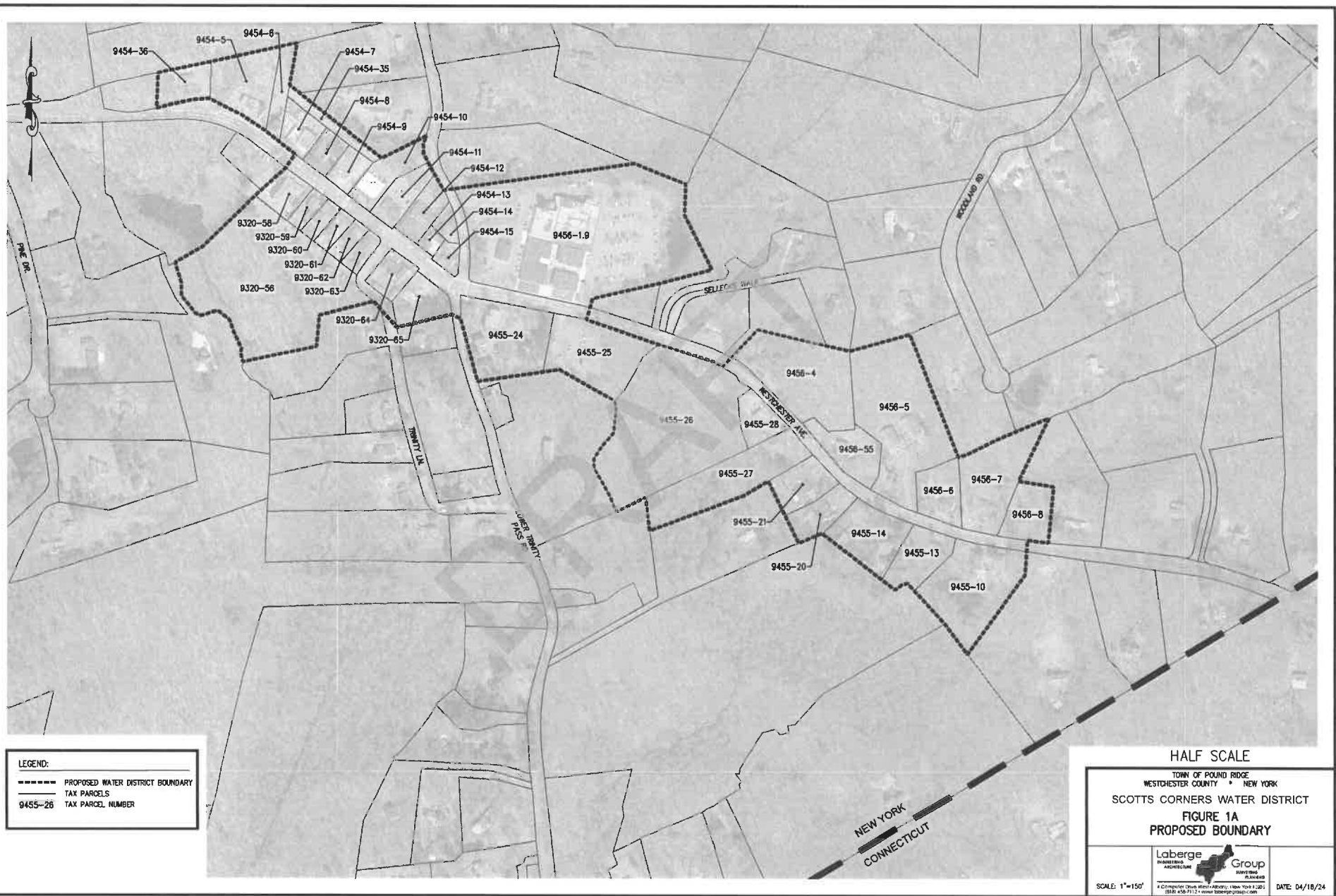
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**APPENDIX A**  
**FIGURES**

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LEGEND:  
- - - - - PROPOSED WATER DISTRICT BOUNDARY  
—— TAX PARCELS  
9455-26 TAX PARCEL NUMBER

HALF SCALE  
TOWN OF POUND RIDGE  
WESTCHESTER COUNTY • NEW YORK  
SCOTT'S CORNERS WATER DISTRICT  
FIGURE 1A  
PROPOSED BOUNDARY

Laberge ARCHITECTURE Group  
SCALE: 1"=150'  
© 2025 Laberge Architecture Group  
DATE: 04/18/24

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**TOWN OF POUND RIDGE**  
**SCOTTS CORNERS WATER DISTRICT**

**BOUNDARY DESCRIPTION**

**April 18, 2024**

Town of Pound Ridge

Westchester County, New York

The following is intended to describe the bounds of the proposed Scotts Corners Water District within the Town of Pound Ridge, Westchester County, New York as shown on the map entitled "Scotts Corners Water District, Figure 1A - Water District Boundary Map" prepared by Laberge Group and dated April 18, 2024. The district is comprised of a single contiguous area.

Beginning at a Point located at the intersection of the northerly bounds of Westchester Avenue and the westerly bounds of Tax Map Parcel (Parcel) 9454-36, and continuing northerly along said easterly bounds to a point located with the intersection of the southerly bounds of Parcel 9454-18;

Thence easterly, along the northerly bounds of the following Parcels: 9454-36, 9454-5, 9454-6;

Thence southerly, along the easterly bounds of Parcel 9454-6 to the intersection with the northerly bounds of Parcel 9454-35;

Thence south-easterly, along the northern bounds of Parcel 9454-35 to its intersection with the northwestern bounds of Parcel 9454-10;

Thence north-easterly, along the northwestern bounds of parcel 9454-10 to its intersection with the westerly bounds of Trinity Pass Road;

Thence south-easterly along the westerly bounds of Trinity Pass Road to a point directly west from the northwesterly corner of Parcel 9456-1.9;

Thence easterly across the bounds of Trinity Pass Road to its intersection with the northerly bounds of Parcel 9456-1.9;

Thence easterly, southerly and westerly around the bounds of Parcel 9456-1.9 to its intersection with the northerly bounds of Westchester Avenue;

Thence southerly across Westchester Avenue to the northerly bounds of Parcel 9455-25;

**Figure 1B - Water District Boundary Description**

Thence easterly along the northern bounds of Parcels 9455-25 and 9455-26 to a point directly south of Parcel 9456-4;

Thence across the bounds of Westchester Avenue to its intersection with the north-westerly bounds of Parcel 9456-4;

Thence northerly and easterly along the northerly bounds of Parcel 9456-4 and 9456-5 to the westerly bounds of Parcel 9456-13;

Thence southerly along said bounds to the northwest corner of Parcel 9456-7;

Thence easterly along the northern bounds of Parcel 9456-7 to its intersection with the westerly bounds of Parcel 9456-9;

Thence southerly along the easterly bounds of Parcel 9456-7 to its intersection with the northerly bounds of Parcel 9456-8;

Thence easterly along the northerly bounds of Parcel 9456-7 to its intersection with the westerly bounds of Parcel 9456-9;

Thence southerly along the easterly bounds of Parcel 9456-7 to the northerly bounds of Westchester Avenue;

Thence south westerly across Westchester Avenue to the north-easterly corner of Parcel 9455-10;

Thence southerly to the easterly bounds of Parcel 9455-9;

Thence westerly along the southern bounds of the following Parcels: 9455-10, 9455-13, 9455-14;

Thence south-westerly along the easterly bounds of Parcel 9455-20 to its intersection with the eastern corner of Parcel 9455-18.9;

Thence westerly along the southerly bounds of Parcel 9455-27 to its intersection with the easterly bounds of Parcel 9455-17;

Thence northerly along the westerly bounds of Parcel 9455-27 to its intersection with the southerly bounds of parcel 9455-26;

Thence westerly along the southerly bounds of Parcel 9455-26 to the south-easterly corner of Parcel 9455-22;

Thence northerly and westerly along the easterly and northerly bounds of Parcel 9455-22 to its intersection with the easterly bounds of Lower Trinity Pass Road;

Thence northerly along the easterly bounds of Lower Trinity Pass Road to a point easterly of the south-easterly corner of Parcel 9320-65;

Thence crossing Lower Trinity Pass Road to said corner;

## Figure 1B - Water District Boundary Description

Thence westerly along the southerly bounds of Parcel 9320-65 to its intersection with the easterly bounds of Trinity Lane;

Thence north-westerly across Trinity Lane to the south-easterly corner of Parcel 9320-56;

Thence westerly, northerly and easterly along the bounds of Parcel 9320-56 to the south-westerly corner of Parcel 9320-58;

Thence north-easterly along the westerly bounds of Parcel 9320-58 to its intersection with the southerly bounds of Westchester Avenue;

Thence crossing Westchester Avenue to a point on the southerly bounds of Parcel 9454-7;

Thence from said point, westerly along the southern bounds of Parcels 9454-7, 9454-6, 9454-5 and 9454-36 to the Point and Place of Beginning.

J:\2022102\Reports\Appendices\Water District Boundary Legal Description\Scotts Corners Water District Description.docx

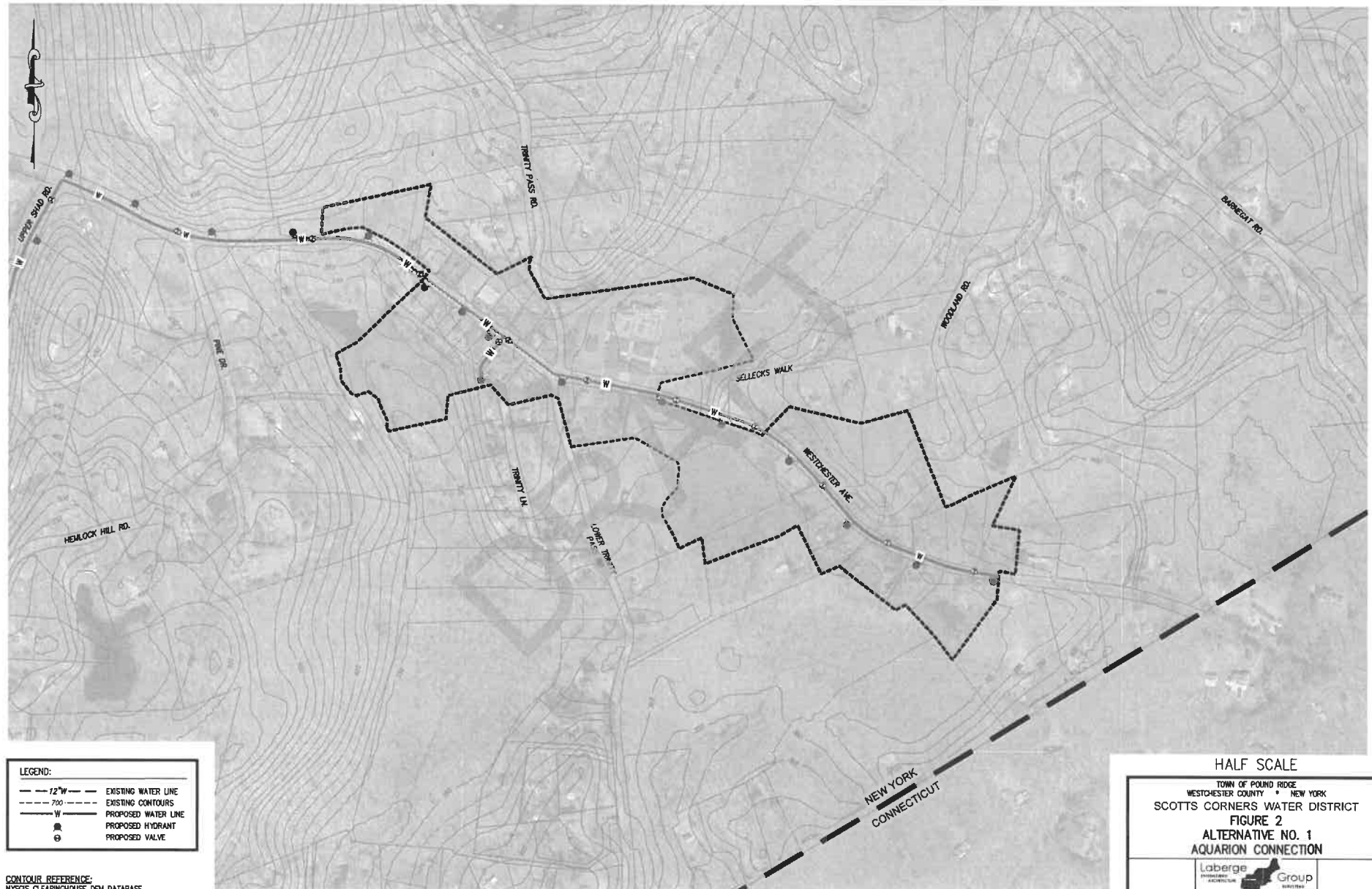
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Figure 1B - Water District Boundary Description

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Laberge Group - 310222251/Contour/DEM/20220421/2 - M1 - Aquarion/Map [No. 2] April 24, 2024 - 4:40pm VDR




**LEGEND:**

---12" W---	EXISTING WATER LINE
---700---	EXISTING CONTOURS
---W---	PROPOSED WATER LINE
⊕	PROPOSED HYDRANT
⊙	PROPOSED VALVE

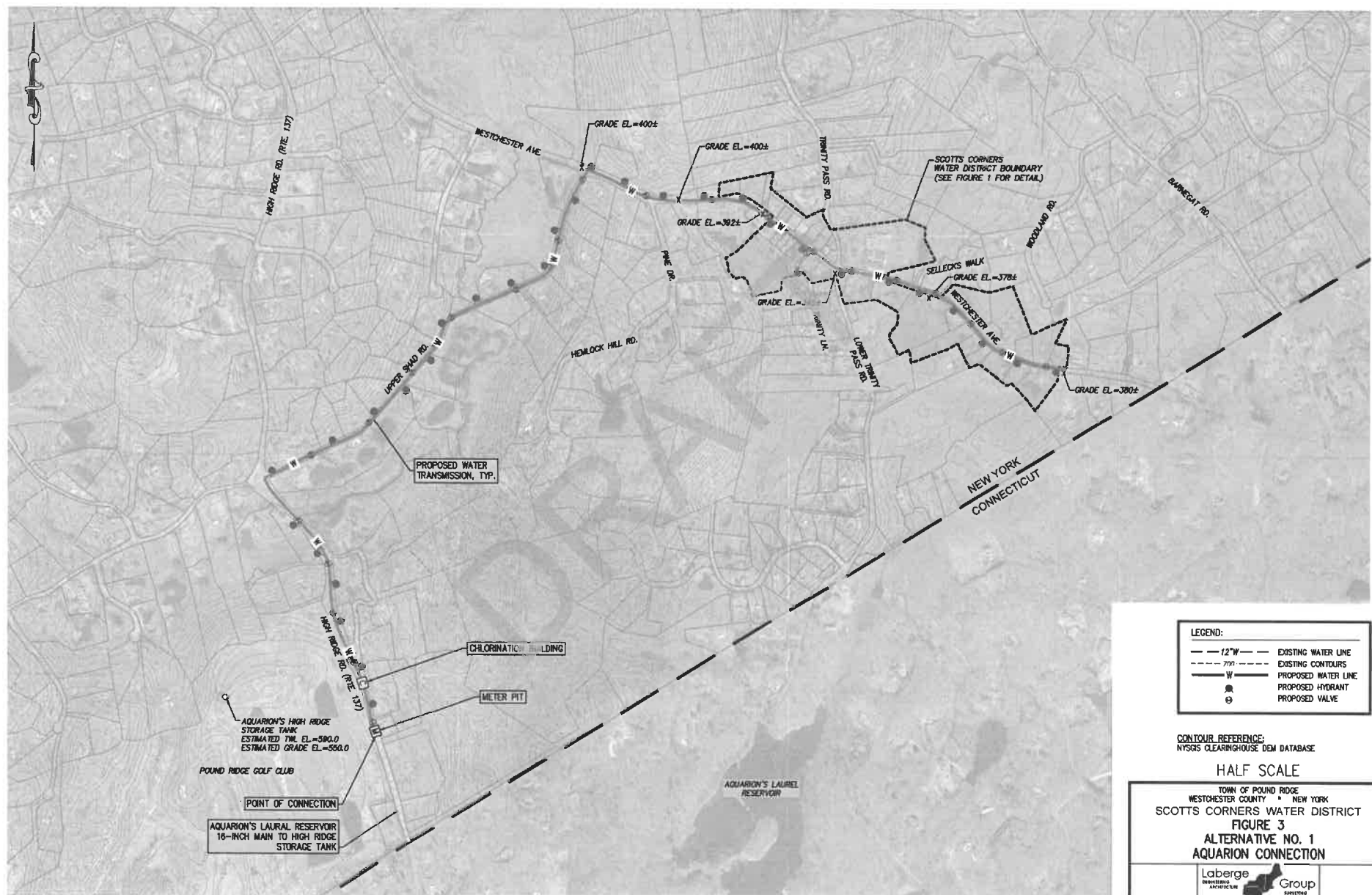
**CONTOUR REFERENCE:**  
 NYSGS CLEARINGHOUSE DEM DATABASE

**HALF SCALE**

TOWN OF POUND RIDGE  
 WESTCHESTER COUNTY • NEW YORK  
 SCOTTS CORNERS WATER DISTRICT  
**FIGURE 2**  
**ALTERNATIVE NO. 1**  
**AQUARION CONNECTION**

 Laberge Group ENGINEERS ARCHITECTS PLANNERS	SCALE: 1"=200' DATE: 04/18/24
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Lalberge Corp. - A:\2020\03\2020032020\_01\_3 - ALI - 1 - Aquarion main.dwg [10:35 AM 28, 2024 - 4/20/24 10:18]



	EXISTING WATER LINE
	EXISTING CONTOURS
	PROPOSED WATER LINE
	PROPOSED HYDRANT
	PROPOSED VALVE

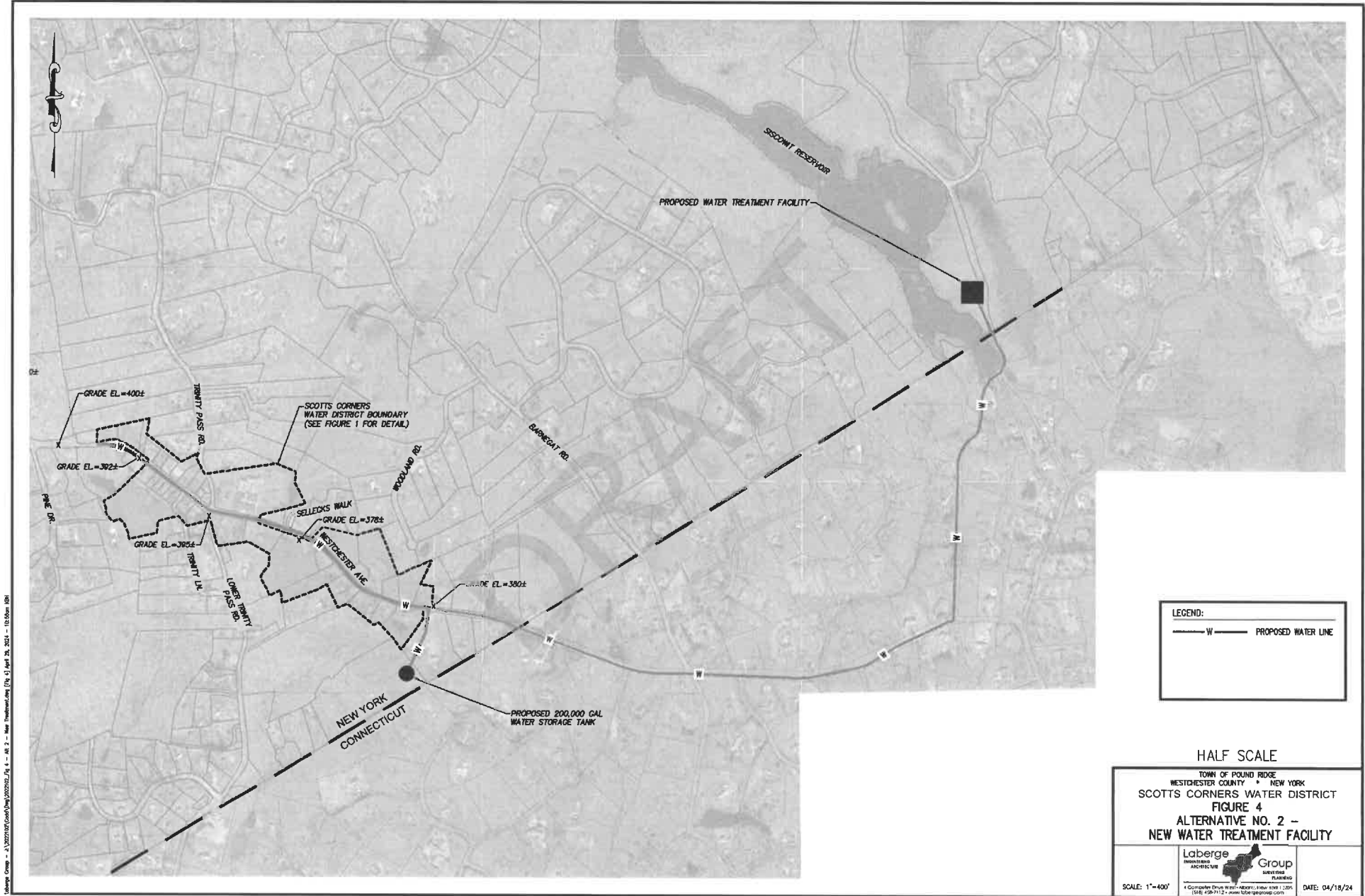
CONTOUR REFERENCE:  
NYS&S CLEARINGHOUSE DEM DATABASE

HALF SCALE

TOWN OF POUND RIDGE  
WESTCHESTER COUNTY NEW YORK  
SCOTT'S CORNERS WATER DISTRICT  
**FIGURE 3**  
**ALTERNATIVE NO. 1**  
**AQUARION CONNECTION**

<p><b>Lalberge Group</b> ENGINEERING ARCHITECTURE PLANNING</p>	SCALE: 1"=400' <small>4 Corporate Drive West Nyack, NY 10994 TEL: 845-711-1127 www.lalbergegroup.com</small>	DATE: 04/18/24
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Laberge Group - 13027707 (County) 20220727\_74\_4 - AL 2 - New Treatment.dwg (7/6/4) April 29, 2024 - 10:06:00 AM

**LEGEND:**

— W — PROPOSED WATER LINE

**HALF SCALE**  
 TOWN OF POUND RIDGE  
 WESTCHESTER COUNTY NEW YORK  
 SCOTT'S CORNERS WATER DISTRICT  
**FIGURE 4**  
**ALTERNATIVE NO. 2 -**  
**NEW WATER TREATMENT FACILITY**

 <small>ARCHITECTURE</small> <small>PLANNING</small>	<small>SCALE: 1"=400'</small>
<small>© Copyright 2024 by Laberge Group, a New York LLC. All rights reserved. (Laberge Group) www.labergegroup.com</small>	
<small>DATE: 04/18/24</small>	

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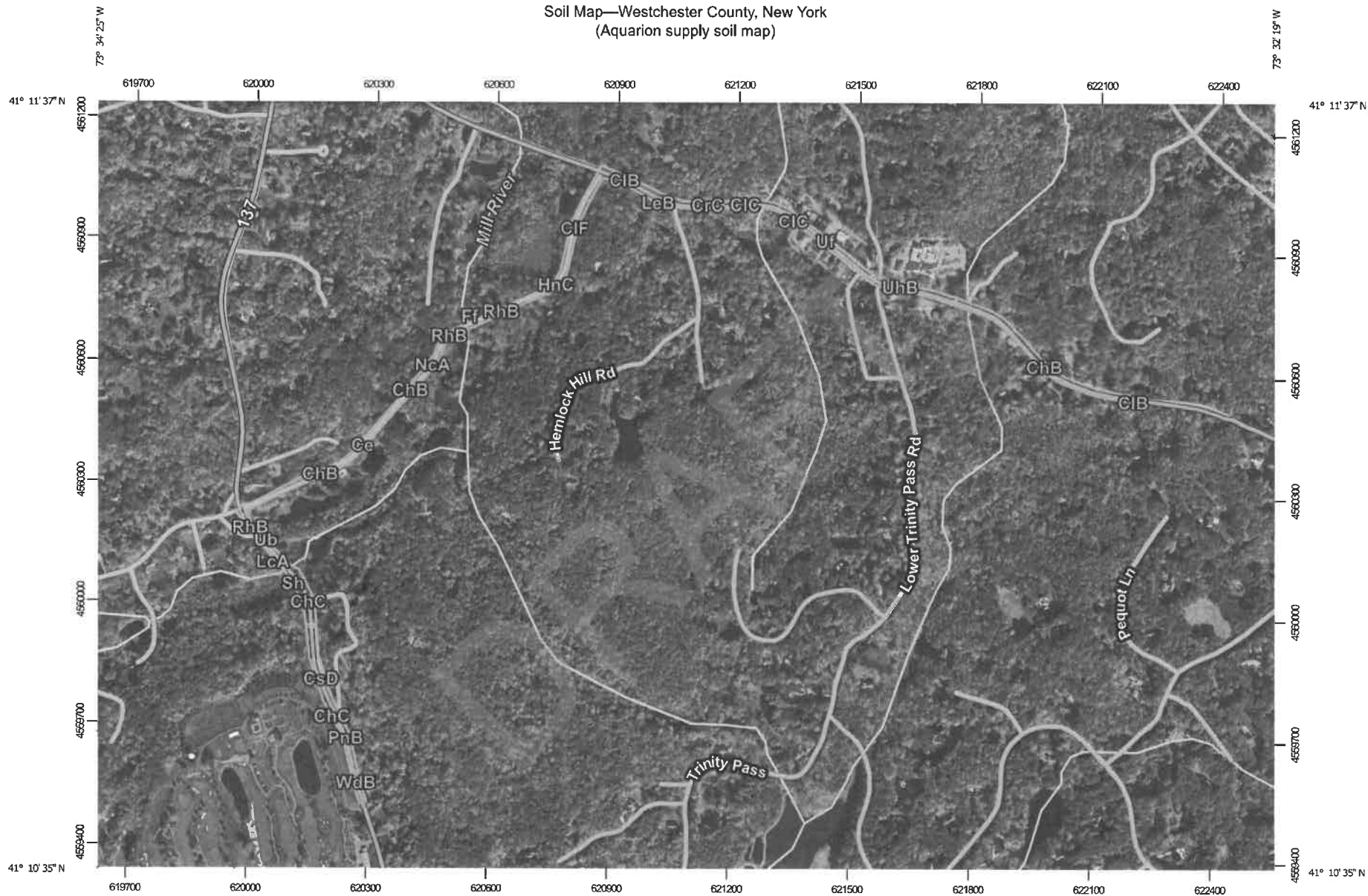
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**APPENDIX B**  
**NRCS SOILS MAP**

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Soil Map—Westchester County, New York  
(Aquarion supply soil map)



Map Scale: 1:13,400 if printed on A landscape (11" x 8.5") sheet.

0 150 300 600 900 Meters

0 500 1000 2000 3000 Feet

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 18N WGS84

## MAP LEGEND

- Area of Interest (AOI)
- Area of Interest (AOI)
- Soils**
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points
- Special Point Features**
- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot

## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
Web Soil Survey URL:  
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Westchester County, New York  
Survey Area Data: Version 18, Sep 10, 2022

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Oct 21, 2022—Oct 27, 2022

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
Ce	Catden muck, 0 to 2 percent slopes	0.3	1.7%
ChB	Charlton fine sandy loam, 3 to 8 percent slopes	4.0	25.3%
ChC	Charlton fine sandy loam, 8 to 15 percent slopes	0.8	4.8%
CIB	Charlton fine sandy loam, 3 to 8 percent slopes, very stony	1.4	8.9%
CIC	Charlton fine sandy loam, 8 to 15 percent slopes, very stony	0.6	4.0%
CIF	Charlton loam, 35 to 45 percent slopes, very stony	0.9	5.8%
CrC	Charlton-Chatfield complex, 0 to 15 percent slopes, very rocky	0.6	4.0%
CsD	Chatfield-Charlton complex, 15 to 35 percent slopes, very rocky	1.3	8.2%
Ff	Fluvaquents-Udifulvents complex, frequently flooded	0.2	1.1%
HnC	Hinckley loamy sand, 8 to 15 percent slopes	0.1	0.4%
LcA	Leicester loam, 0 to 3 percent slopes, stony	0.8	4.9%
LeB	Leicester loam, 2 to 8 percent slopes, very stony	0.0	0.0%
NcA	Natchaug muck, 0 to 2 percent slopes	0.2	1.3%
PnB	Paxton fine sandy loam, 3 to 8 percent slopes	0.6	4.0%
RhB	Riverhead loam, 3 to 8 percent slopes	1.5	9.5%
Sh	Sun loam	0.0	0.2%
Ub	Udorthents, smoothed	0.0	0.0%
Uf	Urban land	1.2	7.7%
UhB	Urban land-Charlton complex, 3 to 8 percent slopes	0.9	5.8%
WdB	Woodbridge loam, 3 to 8 percent slopes	0.4	2.2%
<b>Totals for Area of Interest</b>		<b>16.0</b>	<b>100.0%</b>

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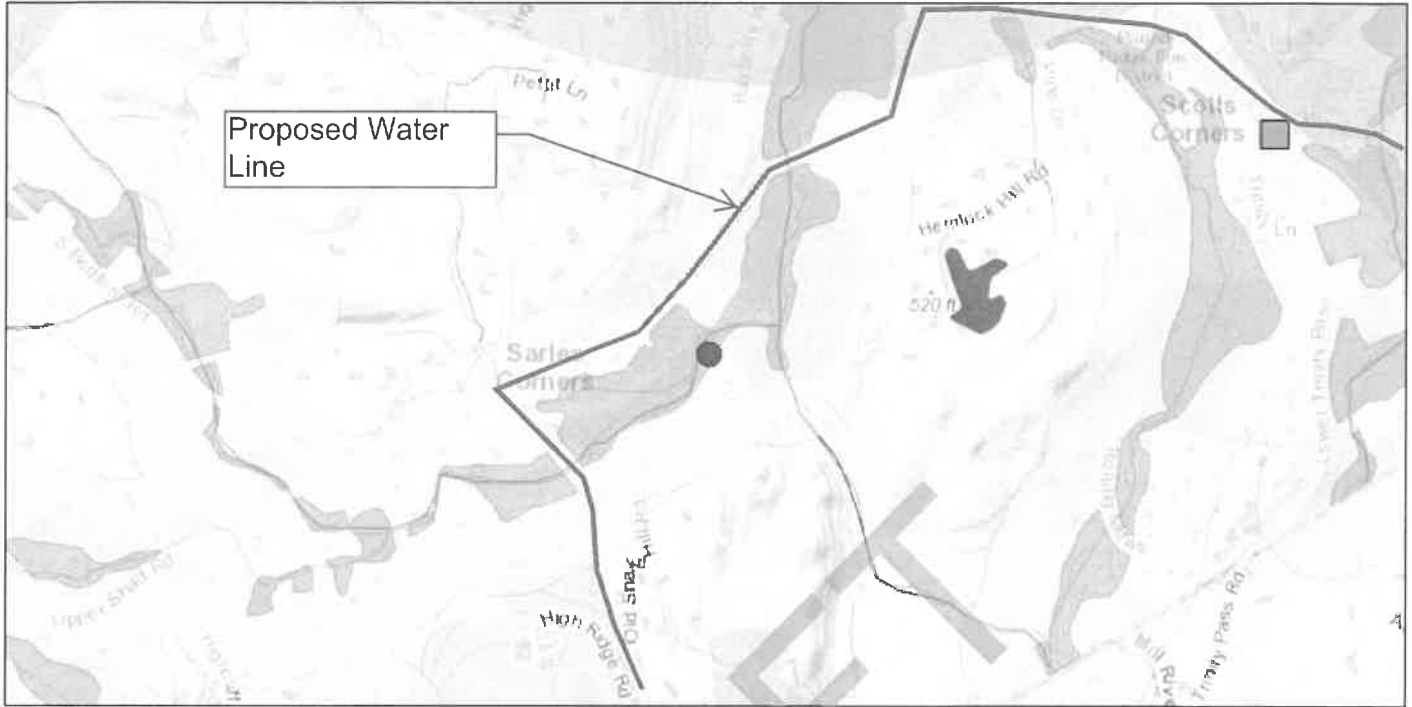
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**APPENDIX C**  
**NYSDEC ENVIRONMENTAL RESOURCE MAPS**

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# Environmental Resource Mapper



The coordinates of the point you clicked on are:

UTM 18

Easting: 620384.5933295385

Northing: 4560308.866011009

Longitude/Latitude

Longitude: -73.56457646835223

Latitude: 41.185202957077735

The approximate address of the point you clicked on is:

Town of Pound Ridge, New York

County: Westchester

Town: Pound Ridge

USGS Quad: POUND RIDGE, NY-CONN

## 303D River and Stream Construction

Waterbody Name: Mill River and tribs

PWL ID: 1702-0137

Basin: Atlantic-Long Island Sound

Description: entire stream and tribs

## State Regulated Freshwater Wetlands

ID: D-16

Class: 1

Size (Acres): 163.6

## Freshwater Wetlands Checkzone

This location is in the vicinity of one or more Regulated Freshwater Wetlands.

### National Wetlands Inventory

**Attribute:** PUBHh

**Type:** Freshwater Pond

**Acres:** 3.213013245

**Attribute:** R3UBH

**Type:** Riverine

**Acres:** 0.375647529

For more information about the National Wetlands Inventory wetlands visit <http://www.fws.gov/wetlands/>

If your project or action is within or near an area with a rare animal, a permit may be required if the species is listed as endangered or threatened and the department determines the action may be harmful to the species or its habitat.

If your project or action is within or near an area with rare plants and/or significant natural communities, the environmental impacts may need to be addressed.

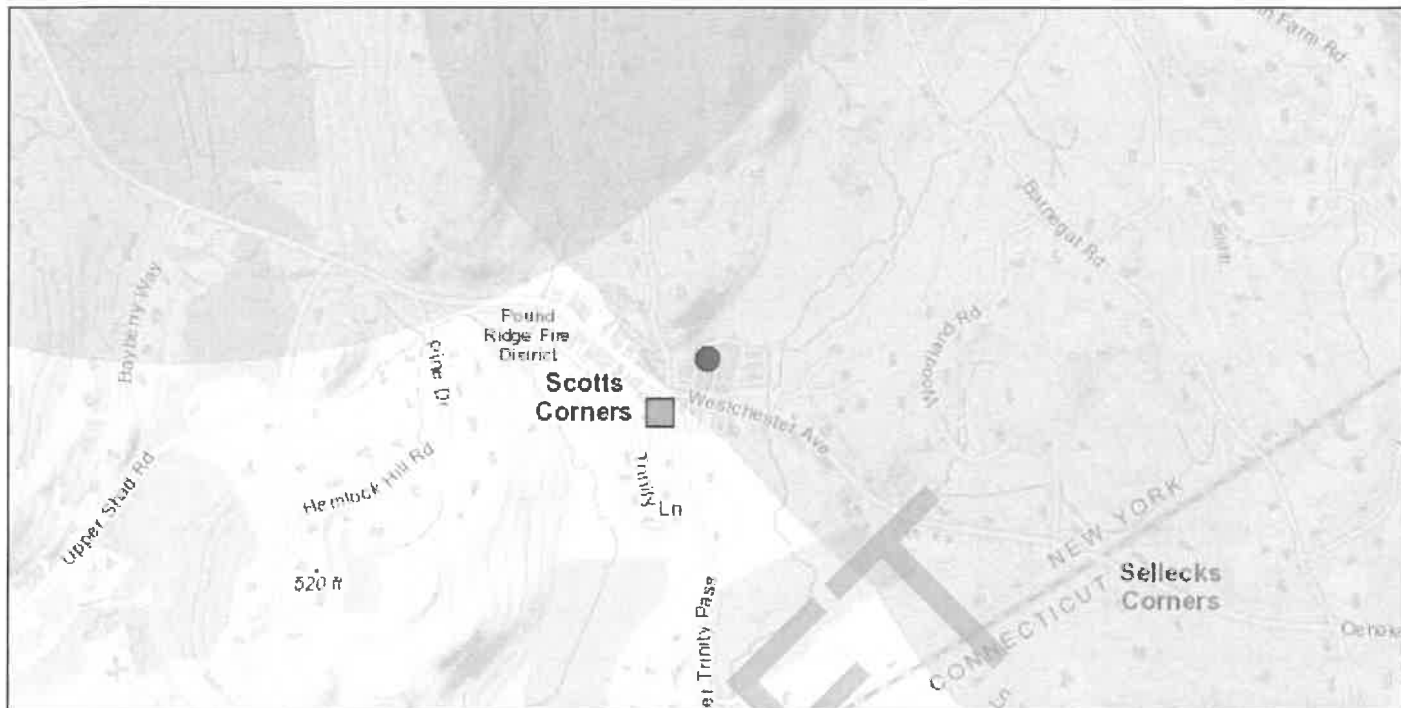
The presence of a unique geological feature or landform near a project, unto itself, does not trigger a requirement for a NYS DEC permit. Readers are advised, however, that there is the chance that a unique feature may also show in another data layer (ie. a wetland) and thus be subject to permit jurisdiction.

Please refer to the "Need a Permit?" tab for permit information or other authorizations regarding these natural resources.

**Disclaimer:** If you are considering a project or action in, or near, a wetland or a stream, a NYS DEC permit may be required. The Environmental Resources Mapper does not show all natural resources which are regulated by NYS DEC, and for which permits from NYS DEC are required. For example, Regulated Tidal Wetlands, and Wild, Scenic, and Recreational Rivers, are currently not included on the maps.

Print Preview

# Environmental Resource Mapper



The coordinates of the point you clicked on are:

UTM 18	Easting:	621638.8149636424	Northing:	4560890.254713122
Longitude/Latitude	Longitude:	-73.54951055686807	Latitude:	41.19025105890679

The approximate address of the point you clicked on is:

57 Westchester Ave, Pound Ridge, New York, 10576

**County:** Westchester

**Town:** Pound Ridge

**USGS Quad:** POUND RIDGE, NY-CONN

## Rare Plants and Rare Animals

This location is in the vicinity of Kentucky Warbler – Not Listed by NYS

If your project or action is within or near an area with a rare animal, a permit may be required if the species is listed as endangered or threatened and the department determines the action may be harmful to the species or its habitat.

If your project or action is within or near an area with rare plants and/or significant natural communities, the environmental impacts may need to be addressed.

The presence of a unique geological feature or landform near a project, unto itself, does not trigger a requirement for a NYS DEC permit. Readers are advised, however, that there is the chance that a unique feature may also show in another data layer (ie. a wetland) and thus be subject to permit jurisdiction.

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[Print Preview](#)

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**APPENDIX D  
FEMA FLOODPLAIN MAPS**

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# National Flood Hazard Layer FIRMette



73°34'18"W 41°11'28"N



## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee. See Notes, Zone X
		Area with Flood Risk due to Levee Zone D
OTHER AREAS		NO SCREEN Area of Minimal Flood Hazard Zone X
		Effective LOMRs
GENERAL STRUCTURES		Area of Undetermined Flood Hazard Zone D
		Channel, Culvert, or Storm Sewer
OTHER FEATURES		Levee, Dike, or Floodwall
		20.2 Cross Sections with 1% Annual Chance Water Surface Elevation
		17.5 Coastal Transect
		53 Base Flood Elevation Line (BFE)
MAP PANELS		Limit of Study
		Jurisdiction Boundary
		Coastal Transect Baseline
		Profile Baseline
MAP PANELS		Hydrographic Feature
		Digital Data Available
		No Digital Data Available
MAP PANELS		Unmapped
		The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.



0 250 500 1,000 1,500 2,000 Feet 1:6,000

Basemap: USGS National Map: Orthoimagery: Data refreshed October, 2020

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 4/21/2023 at 4:58 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

# National Flood Hazard Layer FIRMette



73°34'28"W 41°11'8"N



Basemap: USGS National Map: Orthoimagery: Data refreshed October, 2020

## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, AH, AR
		With BFE or Depth Zone AE, AO, AH, VE, AR
OTHER AREAS OF FLOOD HAZARD		Regulatory Floodway
		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee. See Notes, Zone X
OTHER AREAS		Area with Flood Risk due to Levee Zone D
		Area of Minimal Flood Hazard Zone X
GENERAL STRUCTURES		Effective LOMRs
		Area of Undetermined Flood Hazard Zone D
OTHER FEATURES		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall
MAP PANELS		Cross Sections with 1% Annual Chance Water Surface Elevation
		Water Surface Elevation
OTHER FEATURES		Coastal Transect
		Base Flood Elevation Line (BFE)
OTHER FEATURES		Limit of Study
		Jurisdiction Boundary
OTHER FEATURES		Coastal Transect Baseline
		Profile Baseline
OTHER FEATURES		Hydrographic Feature
		Digital Data Available
MAP PANELS		No Digital Data Available
		Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 4/21/2023 at 4:59 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

# National Flood Hazard Layer FIRMette



73°33'42"W 41°11'37"N



## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile zone X
		Future Conditions 1% Annual Chance Flood Hazard zone X
		Area with Reduced Flood Risk due to Levee. See Notes. zone X
		Area with Flood Risk due to Levee zone D

OTHER AREAS		NO SCREEN Area of Minimal Flood Hazard zone X
		Effective LOMRs

OTHER AREAS		Area of Undetermined Flood Hazard zone D
-------------	--	--

GENERAL STRUCTURES		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall

OTHER FEATURES		20.2
		17.5
		Cross Sections with 1% Annual Chance Water Surface Elevation
		Coastal Transect
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary
		Coastal Transect Baseline
		Profile Baseline
		Hydrographic Feature

MAP PANELS		Digital Data Available
		No Digital Data Available
		Unmapped



The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 4/21/2023 at 4:56 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

# National Flood Hazard Layer FIRMette

73°33'27"W 41°11'39"N



## Legend

SEE HIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

**SPECIAL FLOOD HAZARD AREAS**

- Without Base Flood Elevation (BFE)  
*Zone A, V, A99*
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

**OTHER AREAS OF FLOOD HAZARD**

- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone X*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee. See Notes. *Zone X*
- Area with Flood Risk due to Levee *Zone D*

**OTHER AREAS**

- Area of Minimal Flood Hazard *Zone X*
- Effective LOMRS
- Area of Undetermined Flood Hazard *Zone D*

**GENERAL STRUCTURES**

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

**OTHER FEATURES**

- Gross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

**MAP PANELS**

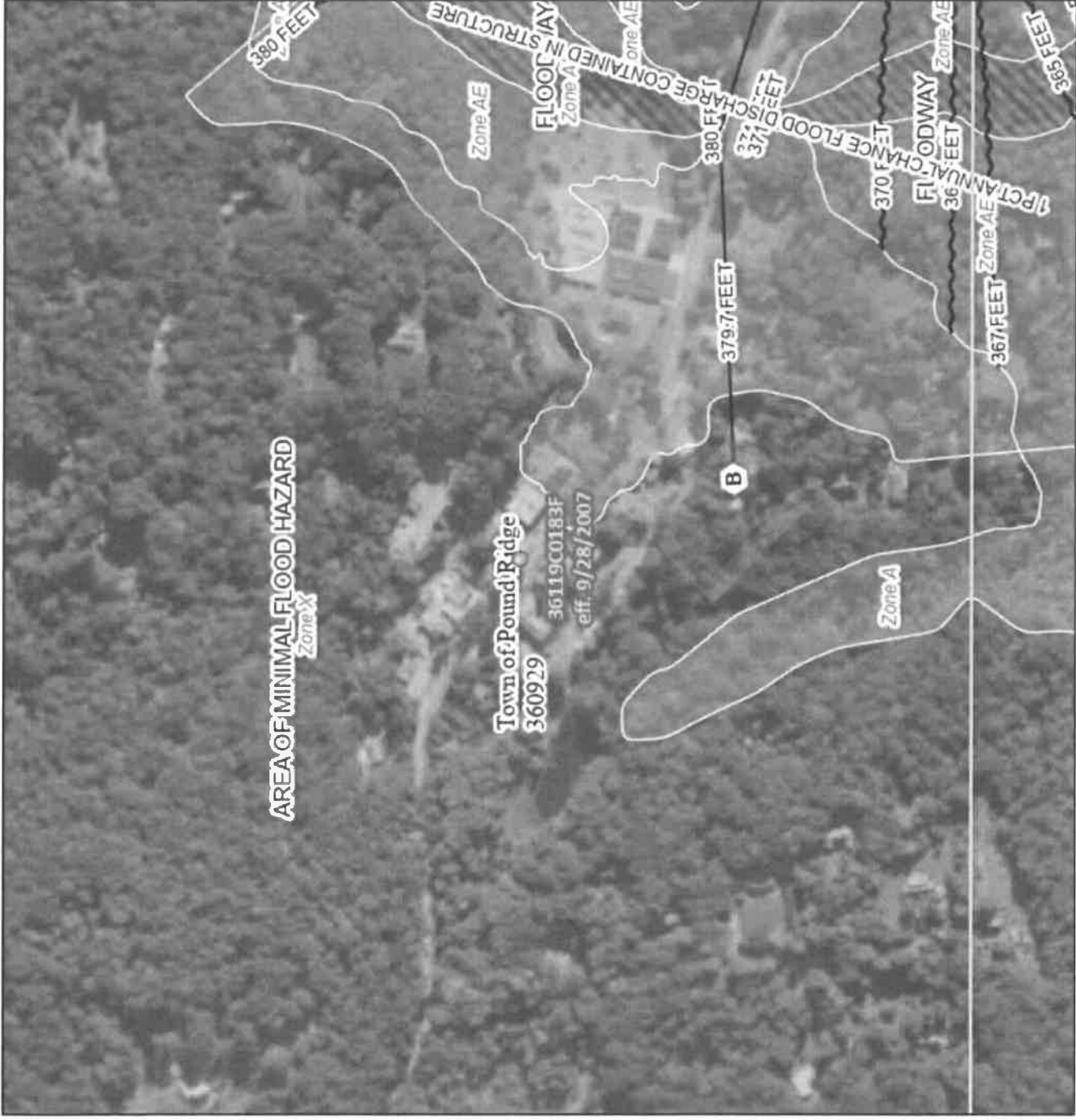
- Digital Data Available
- No Digital Data Available
- Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 4/21/2023 at 4:50 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



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**APPENDIX E**  
**SHPO REVIEW LETTER**

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**New York State  
Parks, Recreation and  
Historic Preservation**

**KATHY HOCHUL**  
Governor

**ERIK KULLESEID**  
Commissioner

July 13, 2023

Steven Adams  
Laberge Group  
4 Computer Drive west  
Albany, NY 12205

Re: DOH  
Scotts Corners Water District Improvement  
Westchester Avenue, Upper Shad Road, High Ridge Road, Pound Ridge, NY 10576  
23PR05728

Dear Steven Adams:

Thank you for requesting the comments of the Office of Parks, Recreation and Historic Preservation (OPRHP). We have reviewed the project in accordance with the New York State Historic Preservation Act of 1980 (Section 14.09 of the New York Parks, Recreation and Historic Preservation Law). These comments are those of the OPRHP and relate only to Historic/Cultural resources. They do not include potential environmental impacts to New York State Parkland that may be involved in or near your project. Such impacts must be considered as part of the environmental review of the project pursuant to the State Environmental Quality Review Act (New York Environmental Conservation Law Article 8) and its implementing regulations (6 NYCRR Part 617).

Based upon this review, it is the opinion of OPRHP that no properties, including archaeological and/or historic resources, listed in or eligible for the New York State and National Registers of Historic Places will be impacted by this project.

If further correspondence is required regarding this project, please be sure to refer to the OPRHP Project Review (PR) number noted above.

Sincerely,

R. Daniel Mackay

Deputy Commissioner for Historic Preservation  
Division for Historic Preservation

rev: J. Betsworth

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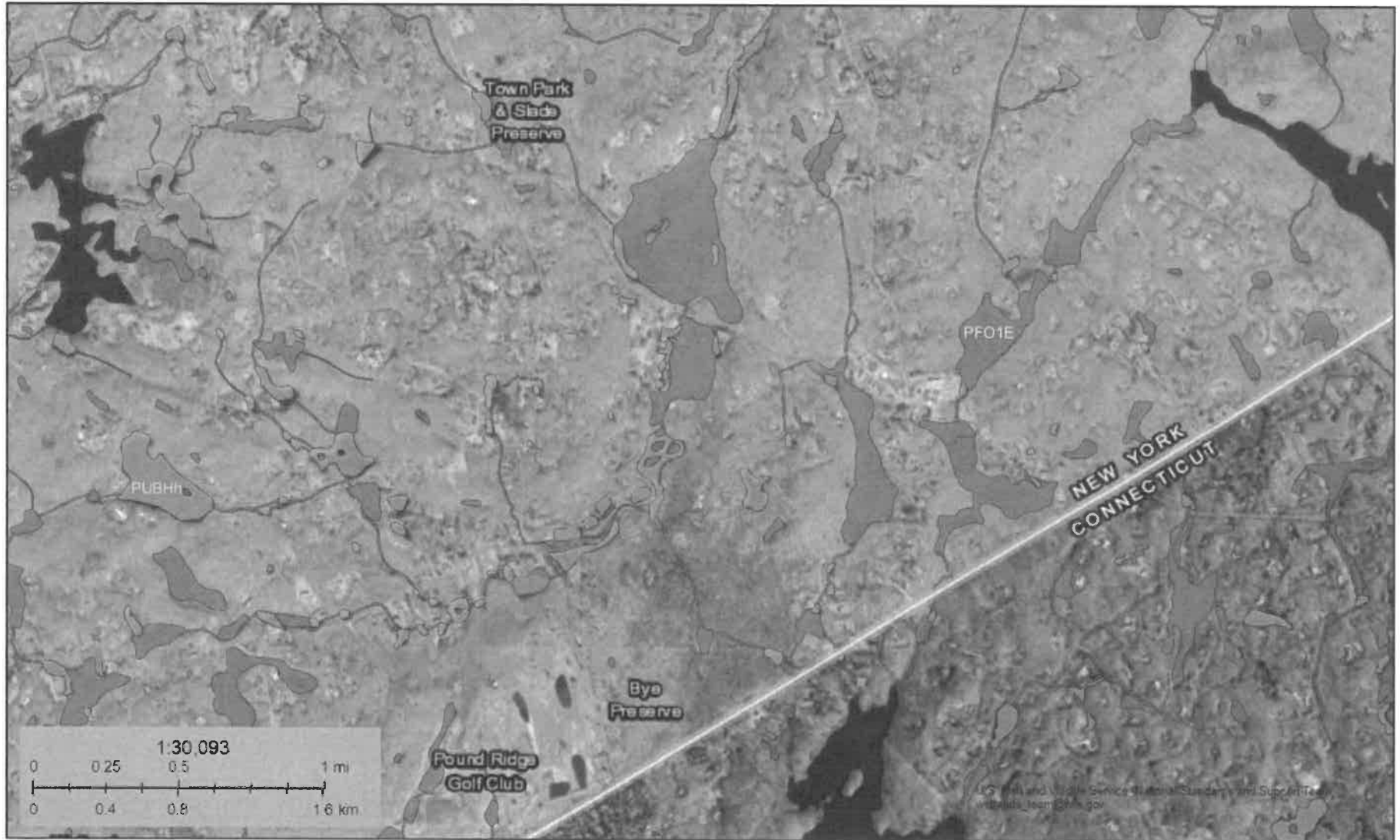
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**APPENDIX F**  
**NATIONAL WETLANDS MAP**

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April 24, 2023

**Wetlands**

- |   |                                |   |                                   |   |          |
|---|--------------------------------|---|-----------------------------------|---|----------|
|  | Estuarine and Marine Deepwater |  | Freshwater Emergent Wetland       |  | Lake     |
|  | Estuarine and Marine Wetland   |  | Freshwater Forested/Shrub Wetland |  | Other    |
|  |                                |  | Freshwater Pond                   |  | Riverine |

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

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**APPENDIX G**  
**USFWS IPaC INFORMATION**

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# IPaC resource list

This report is an automatically generated list of species and other resources such as critical habitat (collectively referred to as *trust resources*) under the U.S. Fish and Wildlife Service's (USFWS) jurisdiction that are known or expected to be on or near the project area referenced below. The list may also include trust resources that occur outside of the project area, but that could potentially be directly or indirectly affected by activities in the project area. However, determining the likelihood and extent of effects a project may have on trust resources typically requires gathering additional site-specific (e.g., vegetation/species surveys) and project-specific (e.g., magnitude and timing of proposed activities) information.

Below is a summary of the project information you provided and contact information for the USFWS office(s) with jurisdiction in the defined project area. Please read the introduction to each section that follows (Endangered Species, Migratory Birds, USFWS Facilities, and NWI Wetlands) for additional information applicable to the trust resources addressed in that section.

## Location

Connecticut and New York



## Local offices

New England Ecological Services Field Office

☎ (603) 223-2541

📠 (603) 223-0104

70 Commercial Street, Suite 300

Concord, NH 03301-5094

Long Island Ecological Services Field Office

☎ (631) 286-0485

📠 (631) 286-4003

340 Smith Road

Shirley, NY 11967-2258

New York Ecological Services Field Office

☎ (607) 753-9334

📠 (607) 753-9699

✉ [fw5es\\_nyfo@fws.gov](mailto:fw5es_nyfo@fws.gov)

3817 Luker Road

Cortland, NY 13045-9385

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# Endangered species

This resource list is for informational purposes only and does not constitute an analysis of project level impacts.

The primary information used to generate this list is the known or expected range of each species. Additional areas of influence (AOI) for species are also considered. An AOI includes areas outside of the species range if the species could be indirectly affected by activities in that area (e.g., placing a dam upstream of a fish population even if that fish does not occur at the dam site, may indirectly impact the species by reducing or eliminating water flow downstream). Because species can move, and site conditions can change, the species on this list are not guaranteed to be found on or near the project area. To fully determine any potential effects to species, additional site-specific and project-specific information is often required.

Section 7 of the Endangered Species Act **requires** Federal agencies to "request of the Secretary information whether any species which is listed or proposed to be listed may be present in the area of such proposed action" for any project that is conducted, permitted, funded, or licensed by any Federal agency. A letter from the local office and a species list which fulfills this requirement can **only** be obtained by requesting an official species list from either the Regulatory Review section in IPaC (see directions below) or from the local field office directly.

For project evaluations that require USFWS concurrence/review, please return to the IPaC website and request an official species list by doing the following:

1. Draw the project location and click CONTINUE.
2. Click DEFINE PROJECT.
3. Log In (if directed to do so).
4. Provide a name and description for your project.
5. Click REQUEST SPECIES LIST.

Listed species<sup>1</sup> and their critical habitats are managed by the [Ecological Services Program](#) of the U.S. Fish and Wildlife Service (USFWS) and the fisheries division of the National Oceanic and Atmospheric Administration (NOAA Fisheries<sup>2</sup>).

Species and critical habitats under the sole responsibility of NOAA Fisheries are **not** shown on this list. Please contact [NOAA Fisheries](#) for [species under their jurisdiction](#).

1. Species listed under the [Endangered Species Act](#) are threatened or endangered; IPaC also shows species that are candidates, or proposed, for listing. See the [listing status page](#) for more information. IPaC only shows species that are regulated by USFWS (see FAQ).
2. [NOAA Fisheries](#), also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

The following species are potentially affected by activities in this location:

## Mammals

NAME

STATUS

Indiana Bat *Myotis sodalis*

Endangered

Wherever found

There is **final** critical habitat for this species. Your location does not overlap the critical habitat.

<https://ecos.fws.gov/ecp/species/5949>

Northern Long-eared Bat *Myotis septentrionalis*

Endangered

Wherever found

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/9045>

## Reptiles

NAME

STATUS

Bog Turtle *Glyptemys muhlenbergii*

Threatened

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/6962>

## Insects

NAME

STATUS

Monarch Butterfly *Danaus plexippus*

Candidate

Wherever found

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/9743>

## Critical habitats

Potential effects to critical habitat(s) in this location must be analyzed along with the endangered species themselves.

There are no critical habitats at this location.

## Migratory birds

Certain birds are protected under the Migratory Bird Treaty Act<sup>1</sup> and the Bald and Golden Eagle Protection Act<sup>2</sup>.

Any person or organization who plans or conducts activities that may result in impacts to migratory birds, eagles, and their habitats should follow appropriate regulations and consider implementing appropriate conservation measures, as described below.

1. The Migratory Birds Treaty Act of 1918.
2. The Bald and Golden Eagle Protection Act of 1940.

Additional information can be found using the following links:

- Birds of Conservation Concern <https://www.fws.gov/program/migratory-birds/species>
- Measures for avoiding and minimizing impacts to birds <https://www.fws.gov/library/collections/avoiding-and-minimizing-incident-take-migratory-birds>
- Nationwide conservation measures for birds <https://www.fws.gov/sites/default/files/documents/nationwide-standard-conservation-measures.pdf>

The birds listed below are birds of particular concern either because they occur on the USFWS Birds of Conservation Concern (BCC) list or warrant special attention in your project location. To learn more about the levels of concern for birds on your list and how this list is generated, see the FAQ below. This is not a list of every bird you may find in this location, nor a guarantee that every bird on this list will be found in your project area. To see exact locations of where birders and the general public have sighted birds in and around your project area, visit the E-bird data mapping tool (Tip: enter your location, desired date range and a species on your list). For projects that occur off the Atlantic Coast, additional maps and models detailing the relative occurrence and abundance of bird species on your list are available. Links to additional information about Atlantic Coast birds, and other important information about your migratory bird list, including how to properly interpret and use your migratory bird report, can be found below.

For guidance on when to schedule activities or implement avoidance and minimization measures to reduce impacts to migratory birds on your list, click on the **PROBABILITY OF PRESENCE SUMMARY** at the top of your list to see when these birds are most likely to be present and breeding in your project area.

NAME

BREEDING SEASON

**Bald Eagle** *Haliaeetus leucocephalus*

**Breeds Oct 15 to Aug 31**

This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.

- Black-billed Cuckoo** *Coccyzus erythrophthalmus* Breeds May 15 to Oct 10  
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.  
<https://ecos.fws.gov/ecp/species/9399>
- Blue-winged Warbler** *Vermivora pinus* Breeds May 1 to Jun 30  
This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA
- Bobolink** *Dolichonyx oryzivorus* Breeds May 20 to Jul 31  
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
- Canada Warbler** *Cardellina canadensis* Breeds May 20 to Aug 10  
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
- Cerulean Warbler** *Dendroica cerulea* Breeds Apr 29 to Jul 20  
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.  
<https://ecos.fws.gov/ecp/species/2974>
- Chimney Swift** *Chaetura pelagica* Breeds Mar 15 to Aug 25  
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
- Golden Eagle** *Aquila chrysaetos* Breeds elsewhere  
This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.  
<https://ecos.fws.gov/ecp/species/1680>
- Kentucky Warbler** *Oporornis formosus* Breeds Apr 20 to Aug 20  
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
- Lesser Yellowlegs** *Tringa flavipes* Breeds elsewhere  
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.  
<https://ecos.fws.gov/ecp/species/9679>

**Prairie Warbler** *Dendroica discolor* Breeds May 1 to Jul 31

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

**Prothonotary Warbler** *Protonotaria citrea* Breeds Apr 1 to Jul 31

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

**Red-headed Woodpecker** *Melanerpes erythrocephalus* Breeds May 10 to Sep 10

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

**Ruddy Turnstone** *Arenaria interpres morinella* Breeds elsewhere

This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA

**Rusty Blackbird** *Euphagus carolinus* Breeds elsewhere

This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA

**Wood Thrush** *Hylocichla mustelina* Breeds May 10 to Aug 31

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

## Probability of Presence Summary

The graphs below provide our best understanding of when birds of concern are most likely to be present in your project area. This information can be used to tailor and schedule your project activities to avoid or minimize impacts to birds. Please make sure you read and understand the FAQ "Proper Interpretation and Use of Your Migratory Bird Report" before using or attempting to interpret this report.

### Probability of Presence(■)

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. (A year is represented as 12 4-week months.) A taller bar indicates a higher probability of species presence. The survey effort (see below) can be used to establish a level of confidence in the presence score. One can have higher confidence in the presence score if the corresponding survey effort is also high.

How is the probability of presence score calculated? The calculation is done in three steps:

1. The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee

was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.

- To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is  $0.25/0.25 = 1$ ; at week 20 it is  $0.05/0.25 = 0.2$ .
- The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

To see a bar's probability of presence score, simply hover your mouse cursor over the bar.

### Breeding Season ( )

Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

### Survey Effort (|)

Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps. The number of surveys is expressed as a range, for example, 33 to 64 surveys.

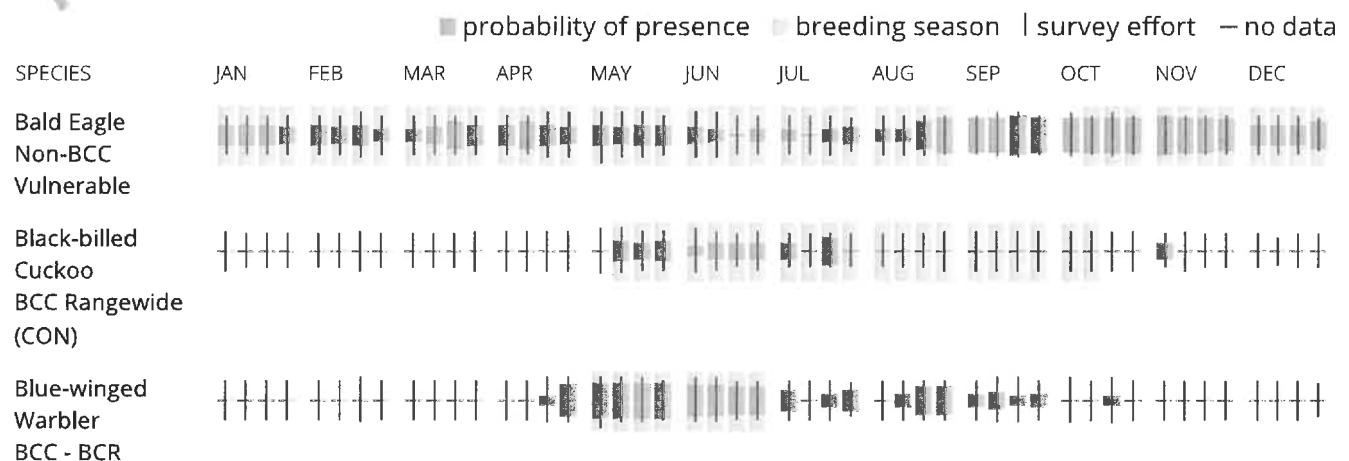
To see a bar's survey effort range, simply hover your mouse cursor over the bar.

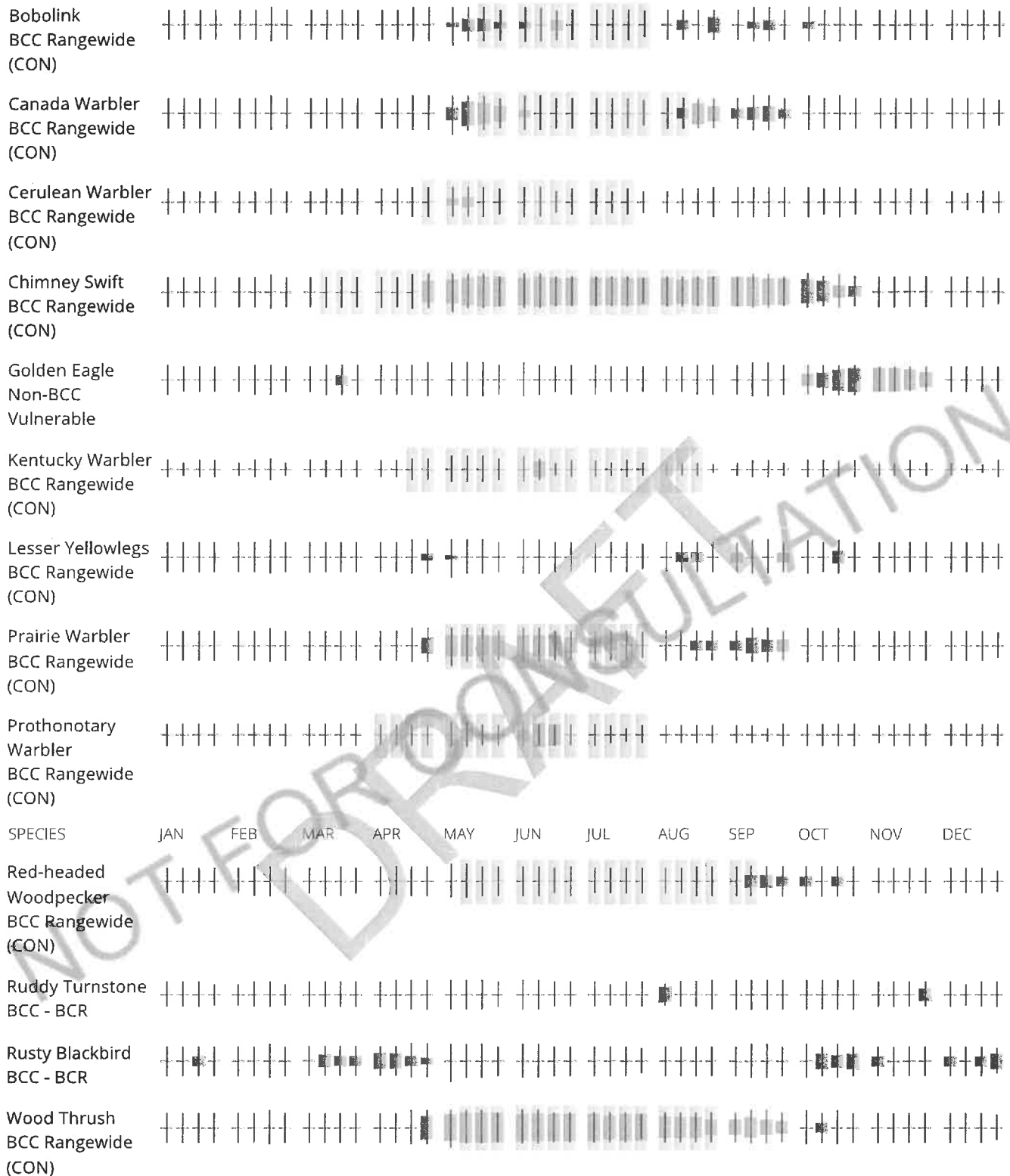
### No Data (—)

A week is marked as having no data if there were no survey events for that week.

### Survey Timeframe

Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.





**Tell me more about conservation measures I can implement to avoid or minimize impacts to migratory birds.**

Nationwide Conservation Measures describes measures that can help avoid and minimize impacts to all birds at any location year round. Implementation of these measures is particularly important when birds are most likely to occur in the project area. When birds may be breeding in the area, identifying the locations of any active nests and avoiding their destruction is a very helpful impact minimization measure. To see when

birds are most likely to occur and be breeding in your project area, view the [Probability of Presence Summary](#). [Additional measures](#) or [permits](#) may be advisable depending on the type of activity you are conducting and the type of infrastructure or bird species present on your project site.

### **What does IPaC use to generate the list of migratory birds that potentially occur in my specified location?**

The Migratory Bird Resource List is comprised of USFWS [Birds of Conservation Concern \(BCC\)](#) and other species that may warrant special attention in your project location.

The migratory bird list generated for your project is derived from data provided by the [Avian Knowledge Network \(AKN\)](#). The AKN data is based on a growing collection of [survey, banding, and citizen science datasets](#) and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle [Eagle Act](#) requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, please visit the [Rapid Avian Information Locator \(RAIL\) Tool](#)

### **What does IPaC use to generate the probability of presence graphs for the migratory birds potentially occurring in my specified location?**

The probability of presence graphs associated with your migratory bird list are based on data provided by the [Avian Knowledge Network \(AKN\)](#). This data is derived from a growing collection of [survey, banding, and citizen science datasets](#).

Probability of presence data is continuously being updated as new and better information becomes available. To learn more about how the probability of presence graphs are produced and how to interpret them, go to the [Probability of Presence Summary](#) and then click on the "Tell me about these graphs" link.

### **How do I know if a bird is breeding, wintering or migrating in my area?**

To see what part of a particular bird's range your project area falls within (i.e. breeding, wintering, migrating or year-round), you may query your location using the [RAIL Tool](#) and look at the range maps provided for birds in your area at the bottom of the profiles provided for each bird in your results. If a bird on your migratory bird species list has a breeding season associated with it, if that bird does occur in your project area, there may be nests present at some point within the timeframe specified. If "Breeds elsewhere" is indicated, then the bird likely does not breed in your project area.

### **What are the levels of concern for migratory birds?**

Migratory birds delivered through IPaC fall into the following distinct categories of concern:

1. "BCC Rangewide" birds are [Birds of Conservation Concern \(BCC\)](#) that are of concern throughout their range anywhere within the USA (including Hawaii, the Pacific Islands, Puerto Rico, and the Virgin Islands);
2. "BCC - BCR" birds are BCCs that are of concern only in particular Bird Conservation Regions (BCRs) in the continental USA; and
3. "Non-BCC - Vulnerable" birds are not BCC species in your project area, but appear on your list either because of the [Eagle Act](#) requirements (for eagles) or (for non-eagles) potential susceptibilities in offshore areas from certain types of development or activities (e.g. offshore energy development or longline fishing).



Although it is important to try to avoid and minimize impacts to all birds, efforts should be made, in particular, to avoid and minimize impacts to the birds on this list, especially eagles and BCC species of rangewide concern. For more information on conservation measures you can implement to help avoid and minimize migratory bird impacts and requirements for eagles, please see the FAQs for these topics.

### **Details about birds that are potentially affected by offshore projects**

For additional details about the relative occurrence and abundance of both individual bird species and groups of bird species within your project area off the Atlantic Coast, please visit the [Northeast Ocean Data Portal](#). The Portal also offers data and information about other taxa besides birds that may be helpful to you in your project review. Alternately, you may download the bird model results files underlying the portal maps through the [NOAA NCCOS Integrative Statistical Modeling and Predictive Mapping of Marine Bird Distributions and Abundance on the Atlantic Outer Continental Shelf](#) project webpage.

Bird tracking data can also provide additional details about occurrence and habitat use throughout the year, including migration. Models relying on survey data may not include this information. For additional information on marine bird tracking data, see the [Diving Bird Study](#) and the [nanotag studies](#) or contact [Caleb Spiegel](#) or [Pam Loring](#).

### **What if I have eagles on my list?**

If your project has the potential to disturb or kill eagles, you may need to [obtain a permit](#) to avoid violating the Eagle Act should such impacts occur.

### **Proper Interpretation and Use of Your Migratory Bird Report**

The migratory bird list generated is not a list of all birds in your project area, only a subset of birds of priority concern. To learn more about how your list is generated, and see options for identifying what other birds may be in your project area, please see the FAQ "What does IPaC use to generate the migratory birds potentially occurring in my specified location". Please be aware this report provides the "probability of presence" of birds within the 10 km grid cell(s) that overlap your project; not your exact project footprint. On the graphs provided, please also look carefully at the survey effort (indicated by the black vertical bar) and for the existence of the "no data" indicator (a red horizontal bar). A high survey effort is the key component. If the survey effort is high, then the probability of presence score can be viewed as more dependable. In contrast, a low survey effort bar or no data bar means a lack of data and, therefore, a lack of certainty about presence of the species. This list is not perfect; it is simply a starting point for identifying what birds of concern have the potential to be in your project area, when they might be there, and if they might be breeding (which means nests might be present). The list helps you know what to look for to confirm presence, and helps guide you in knowing when to implement conservation measures to avoid or minimize potential impacts from your project activities, should presence be confirmed. To learn more about conservation measures, visit the FAQ "Tell me about conservation measures I can implement to avoid or minimize impacts to migratory birds" at the bottom of your migratory bird trust resources page.

# Facilities

## National Wildlife Refuge lands

Any activity proposed on lands managed by the National Wildlife Refuge system must undergo a 'Compatibility Determination' conducted by the Refuge. Please contact the individual Refuges to discuss any questions or concerns.

There are no refuge lands at this location.

## Fish hatcheries

There are no fish hatcheries at this location.

## Wetlands in the National Wetlands Inventory (NWI)

Impacts to NWI wetlands and other aquatic habitats may be subject to regulation under Section 404 of the Clean Water Act, or other State/Federal statutes.

For more information please contact the Regulatory Program of the local U.S. Army Corps of Engineers District.

Wetland information is not available at this time

This can happen when the National Wetlands Inventory (NWI) map service is unavailable, or for very large projects that intersect many wetland areas. Try again, or visit the NWI map to view wetlands at this location.

### Data limitations

The Service's objective of mapping wetlands and deepwater habitats is to produce reconnaissance level information on the location, type and size of these resources. The maps are prepared from the analysis of high altitude imagery. Wetlands are identified based on vegetation, visible hydrology and geography. A margin of error is inherent in the use of imagery; thus, detailed on-the-ground inspection of any particular site may result in revision of the wetland boundaries or classification established through image analysis.

The accuracy of image interpretation depends on the quality of the imagery, the experience of the image analysts, the amount and quality of the collateral data and the amount of ground truth verification work conducted. Metadata should be consulted to determine the date of the source imagery used and any mapping problems.

Wetlands or other mapped features may have changed since the date of the imagery or field work. There may be occasional differences in polygon boundaries or classifications between the information depicted on the map and the actual conditions on site.

#### **Data exclusions**

Certain wetland habitats are excluded from the National mapping program because of the limitations of aerial imagery as the primary data source used to detect wetlands. These habitats include seagrasses or submerged aquatic vegetation that are found in the intertidal and subtidal zones of estuaries and nearshore coastal waters. Some deepwater reef communities (coral or tubercid worm reefs) have also been excluded from the inventory. These habitats, because of their depth, go undetected by aerial imagery.

#### **Data precautions**

Federal, state, and local regulatory agencies with jurisdiction over wetlands may define and describe wetlands in a different manner than that used in this inventory. There is no attempt, in either the design or products of this inventory, to define the limits of proprietary jurisdiction of any Federal, state, or local government or to establish the geographical scope of the regulatory programs of government agencies. Persons intending to engage in activities involving modifications within or adjacent to wetland areas should seek the advice of appropriate Federal, state, or local agencies concerning specified agency regulatory programs and proprietary jurisdictions that may affect such activities.

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**APPENDIX H**  
**FULL ENVIRONMENTAL ASSESSMENT FORMS**

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**Full Environmental Assessment Form  
Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No”. If the answer to the initial question is “Yes”, complete the sub-questions that follow. If the answer to the initial question is “No”, proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Applicant/Sponsor Information.**

Name of Action or Project: Scotts Corners Drinking Water Improvements		
Project Location (describe, and attach a general location map): From Ridge Rd at the Pound Ridge Golf Course northerly to High Ridge Rd to Upper Shad Rd, then easterly to Scotts Corners along Westchester Ave		
Brief Description of Proposed Action (include purpose or need): Install a new drinking water system to service the existing mixed use district hamlet known as Scotts Corners.		
Name of Applicant/Sponsor: Kevin Hansan, Town of Pound Ridge Supervisor		Telephone: (914) 764-5511
		E-Mail: supervisor@townofpoundridge.com
Address: 179 Westchester Avenue		
City/PO: Pound Ridge	State: NY	Zip Code: 10576
Project Contact (if not same as sponsor; give name and title/role):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

**B. Government Approvals**

<b>B. Government Approvals, Funding, or Sponsorship.</b> (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)		
<b>Government Entity</b>	<b>If Yes: Identify Agency and Approval(s) Required</b>	<b>Application Date (Actual or projected)</b>
a. City Council, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	District Formation and Bonding	June 2025
b. City, Town or Village <input type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input type="checkbox"/> Yes <input type="checkbox"/> No	Westchester County DOH and County Highway	January 2025
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NYSDOT, NYSDOH, NYSDEC, NYSEFC	January 2025
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**C. Planning and Zoning**

<b>C.1. Planning and zoning actions.</b>	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<ul style="list-style-type: none"> <li>• <b>If Yes</b>, complete sections C, F and G.</li> <li>• <b>If No</b>, proceed to question C.2 and complete all remaining sections and questions in Part 1</li> </ul>	
<b>C.2. Adopted land use plans.</b>	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s): Remediation Sites:360047	
_____	
_____	
c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s): Project will be located within the ROW in front of park (Town), water supply (Aquarion), and private recreation (Pound Ridge Golf Club) properties listed on Westchester County's open space plan (Parcels 9320-3.9, 9316-18.9, 9320-22.9, 9320-25, 9320-26, 9453-10, 9453-21, 9454-4, 9454-36, 9320-55, 9454-8, 9454-9, 9456-3.6, and 9316-18.9).	
_____	



**C.3. Zoning**

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance.  Yes  No  
 If Yes, what is the zoning classification(s) including any applicable overlay district?  
 Planned Business District A-C (PB-A, PB-B, PB-C) \_\_\_\_\_

b. Is the use permitted or allowed by a special or conditional use permit?  Yes  No

c. Is a zoning change requested as part of the proposed action?  Yes  No  
 If Yes,  
 i. What is the proposed new zoning for the site? \_\_\_\_\_

**C.4. Existing community services.**

a. In what school district is the project site located? Bedford

b. What police or other public protection forces serve the project site?  
Town of Pound Ridge Police Department, Westchester County Sheriff, and NYS Police

c. Which fire protection and emergency medical services serve the project site?  
Town of Pound Ridge Fire Department.

d. What parks serve the project site?  
Multiple Town, County and State park and recreation areas serve the project site

**D. Project Details**

**D.1. Proposed and Potential Development**

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? Provide public drinking water supply to existing parcels to allow abandonment of existing groundwater water sources.  
 \_\_\_\_\_

b. a. Total acreage of the site of the proposed action? \_\_\_\_\_ 56 acres  
 b. Total acreage to be physically disturbed? \_\_\_\_\_ 5 acres  
 c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_ 5 acres

c. Is the proposed action an expansion of an existing project or use?  Yes  No  
 i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision?  Yes  No  
 If Yes,  
 i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) \_\_\_\_\_  
 ii. Is a cluster/conservation layout proposed?  Yes  No  
 iii. Number of lots proposed? \_\_\_\_\_  
 iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will the proposed action be constructed in multiple phases?  Yes  No  
 i. If No, anticipated period of construction: \_\_\_\_\_ 12 months  
 ii. If Yes:  
 • Total number of phases anticipated \_\_\_\_\_  
 • Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year  
 • Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year  
 • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

f. Does the project include new residential uses?  Yes  No  
 If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)?  Yes  No  
 If Yes,

i. Total number of structures \_\_\_\_\_  
 ii. Dimensions (in feet) of largest proposed structure: \_\_\_\_\_ height; \_\_\_\_\_ width; and \_\_\_\_\_ length  
 iii. Approximate extent of building space to be heated or cooled: \_\_\_\_\_ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?  Yes  No  
 If Yes,

i. Purpose of the impoundment: \_\_\_\_\_  
 ii. If a water impoundment, the principal source of the water:  Ground water  Surface water streams  Other specify: \_\_\_\_\_  
 iii. If other than water, identify the type of impounded/contained liquids and their source. \_\_\_\_\_  
 iv. Approximate size of the proposed impoundment. Volume: \_\_\_\_\_ million gallons; surface area: \_\_\_\_\_ acres  
 v. Dimensions of the proposed dam or impounding structure: \_\_\_\_\_ height; \_\_\_\_\_ length  
 vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): \_\_\_\_\_

**D.2. Project Operations**

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both?  Yes  No  
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)  
 If Yes:

i. What is the purpose of the excavation or dredging? \_\_\_\_\_  
 ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?  
 • Volume (specify tons or cubic yards): \_\_\_\_\_  
 • Over what duration of time? \_\_\_\_\_  
 iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. \_\_\_\_\_  
 \_\_\_\_\_  
 iv. Will there be onsite dewatering or processing of excavated materials?  Yes  No  
 If yes, describe. \_\_\_\_\_  
 \_\_\_\_\_  
 v. What is the total area to be dredged or excavated? \_\_\_\_\_ acres  
 vi. What is the maximum area to be worked at any one time? \_\_\_\_\_ acres  
 vii. What would be the maximum depth of excavation or dredging? \_\_\_\_\_ feet  
 viii. Will the excavation require blasting?  Yes  No  
 ix. Summarize site reclamation goals and plan: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?  Yes  No  
 If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): The water main utility is expected to run along previously disturbed roadways but will run along wetlands D-15 and D-16, and is expected to cross or run along PWL 1702-0137.

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:  
Wetland and waterbody impacts will be avoided by installing piping with trenchless methods (directional drilling) to avoid wetland disturbance. Where possible, all disturbance will be located outside the 100-ft buffer to further protect the wetland. Where wetlands are crossed with directional drilling, the pipe will be at least 4' below the wetland surface to avoid impacting vegetation or the soil structure.

iii. Will the proposed action cause or result in disturbance to bottom sediments?  Yes  No  
 If Yes, describe: \_\_\_\_\_

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation?  Yes  No  
 If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

v. Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

c. Will the proposed action use, or create a new demand for water?  Yes  No  
 If Yes:

i. Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

ii. Will the proposed action obtain water from an existing public water supply?  Yes  No  
 If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No
- Do existing lines serve the project site?  Yes  No

iii. Will line extension within an existing district be necessary to supply the project?  Yes  No  
 If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

iv. Is a new water supply district or service area proposed to be formed to serve the project site?  Yes  No  
 If, Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

v. If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: \_\_\_\_\_ gallons/minute.

d. Will the proposed action generate liquid wastes?  Yes  No  
 If Yes:

i. Total anticipated liquid waste generation per day: \_\_\_\_\_ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

iii. Will the proposed action use any existing public wastewater treatment facilities?  Yes  No  
 If Yes:

- Name of wastewater treatment plant to be used: \_\_\_\_\_
- Name of district: \_\_\_\_\_
- Does the existing wastewater treatment plant have capacity to serve the project?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No

<ul style="list-style-type: none"> <li>• Do existing sewer lines serve the project site? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></li> <li>• Will a line extension within an existing district be necessary to serve the project? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></li> </ul> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Describe extensions or capacity expansions proposed to serve this project: _____</li> </ul>	
<p>iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Applicant/sponsor for new district: _____</li> <li>• Date application submitted or anticipated: _____</li> <li>• What is the receiving water for the wastewater discharge? _____</li> </ul>	
<p>v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):</p> <p>_____</p> <p>_____</p>	
<p>vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____</p> <p>_____</p>	
<p>e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. How much impervious surface will the project create in relation to total size of project parcel?</p> <p style="padding-left: 40px;">_____ Square feet or _____<sup>0</sup> acres (impervious surface)</p> <p style="padding-left: 40px;">_____ Square feet or _____ acres (parcel size)</p> <p>ii. Describe types of new point sources. No additional impervious surfaces will be created. Existing surfaces that are disturbed during construction will be repaired to pre-construction surface conditions.</p> <p>_____</p> <p>iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?</p> <p>Stormwater runoff will be unchanged by this project.</p> <p>_____</p> <ul style="list-style-type: none"> <li>• If to surface waters, identify receiving water bodies or wetlands: _____</li> </ul> <p>_____</p> <ul style="list-style-type: none"> <li>• Will stormwater runoff flow to adjacent properties? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></li> </ul>	
<p>iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span></p>	
<p>f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, identify:</p> <p>i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)</p> <p>Heavy equipment such as trucks and excavators will be used during construction.</p> <p>ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)</p> <p>_____</p> <p>iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)</p> <p>_____</p>	
<p>g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>ii. In addition to emissions as calculated in the application, the project will generate:</p> <ul style="list-style-type: none"> <li>• _____ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)</li> <li>• _____ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)</li> <li>• _____ Tons/year (short tons) of Perfluorocarbons (PFCs)</li> <li>• _____ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)</li> <li>• _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)</li> <li>• _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)</li> </ul>	

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?  Yes  No

If Yes:

i. Estimate methane generation in tons/year (metric): \_\_\_\_\_

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): \_\_\_\_\_

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i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations?  Yes  No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): \_\_\_\_\_

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j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services?  Yes  No

If Yes:

i. When is the peak traffic expected (Check all that apply):  Morning  Evening  Weekend  
 Randomly between hours of \_\_\_\_\_ to \_\_\_\_\_.

ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): \_\_\_\_\_

iii. Parking spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_ Net increase/decrease \_\_\_\_\_

iv. Does the proposed action include any shared use parking?  Yes  No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: \_\_\_\_\_

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site?  Yes  No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles?  Yes  No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes?  Yes  No

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k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy?  Yes  No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: \_\_\_\_\_

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): \_\_\_\_\_

iii. Will the proposed action require a new, or an upgrade, to an existing substation?  Yes  No

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l. Hours of operation. Answer all items which apply.

i. During Construction:		ii. During Operations:	
• Monday - Friday:	_____ 7AM-6PM _____	• Monday - Friday:	_____ 24 hours per day _____
• Saturday:	_____ 7AM-6PM _____	• Saturday:	_____ 24 hours per day _____
• Sunday:	_____ 7AM-6PM _____	• Sunday:	_____ 24 hours per day _____
• Holidays:	_____ 7AM-6PM _____	• Holidays:	_____ 24 hours per day _____

<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>During construction heavy equipment such as trucks and excavators will be used which will create noise above ambient levels. Work is expected to continue during daylight hours. Work is expected to be from 7AM-6PM Monday through Friday but work may be required on Saturday and Sunday.</p>	
<p>ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>Describe: _____</p>	
<p>n. Will the proposed action have outdoor lighting? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:</p> <p>_____</p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p>	
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____</p> <p>_____</p>	
<p>p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally, describe the proposed storage facilities: _____</p>	
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):</p> <p>_____</p> <p>_____</p>	
<p>ii. Will the proposed action use Integrated Pest Management Practices? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>	
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> <li>• Construction: _____ tons per _____ (unit of time)</li> <li>• Operation : _____ tons per _____ (unit of time)</li> </ul> <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul> <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul>	

s. Does the proposed action include construction or modification of a solid waste management facility?  Yes  No

If Yes:

- Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_
- Anticipated rate of disposal/processing:
  - \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or
  - \_\_\_\_\_ Tons/hour, if combustion or thermal treatment
- If landfill, anticipated site life: \_\_\_\_\_ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste?  Yes  No

If Yes:

- Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_
- Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_
- Specify amount to be handled or generated \_\_\_\_\_ tons/month
- Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility?  Yes  No

If Yes: provide name and location of facility: \_\_\_\_\_

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: \_\_\_\_\_

### E. Site and Setting of Proposed Action

**E.1. Land uses on and surrounding the project site**

a. Existing land uses.

- Check all uses that occur on, adjoining and near the project site.
   
 Urban  Industrial  Commercial  Residential (suburban)  Rural (non-farm)
   
 Forest  Agriculture  Aquatic  Other (specify): \_\_\_\_\_
- If mix of uses, generally describe:
   
Mixed uses surround the project site including single family residential, commercial residential, professional office, retail, food service and other commercial uses.

b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: Land use and covertime will not be changed by this project	56	56	0

c. Is the project site presently used by members of the community for public recreation?  Yes  No  
i. If Yes: explain: \_\_\_\_\_

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site?  Yes  No  
If Yes,  
i. Identify Facilities: \_\_\_\_\_

e. Does the project site contain an existing dam?  Yes  No  
If Yes:  
i. Dimensions of the dam and impoundment:  
• Dam height: \_\_\_\_\_ feet  
• Dam length: \_\_\_\_\_ feet  
• Surface area: \_\_\_\_\_ acres  
• Volume impounded: \_\_\_\_\_ gallons OR acre-feet  
ii. Dam's existing hazard classification: \_\_\_\_\_  
iii. Provide date and summarize results of last inspection: \_\_\_\_\_

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility?  Yes  No  
If Yes:  
i. Has the facility been formally closed?  Yes  No  
• If yes, cite sources/documentation: \_\_\_\_\_  
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: \_\_\_\_\_  
iii. Describe any development constraints due to the prior solid waste activities: \_\_\_\_\_

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste?  Yes  No  
If Yes:  
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: \_\_\_\_\_

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site?  Yes  No  
If Yes:  
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:  Yes  No  
 Yes – Spills Incidents database Provide DEC ID number(s): \_\_\_\_\_  
 Yes – Environmental Site Remediation database Provide DEC ID number(s): 360047  
 Neither database  
ii. If site has been subject of RCRA corrective activities, describe control measures: \_\_\_\_\_  
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?  Yes  No  
If yes, provide DEC ID number(s): 360047  
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): \_\_\_\_\_

NYS Environmental Site Remediation Database indicates that a public water supply was extended to affected locations but this note is in error and no public water supply exists. Reputedly, several affected properties may have been provided with point of entry treatment systems but this has not yet been verified by the NYSDEC.



v. Is the project site subject to an institutional control limiting property uses?  Yes  No

- If yes, DEC site ID number: \_\_\_\_\_
- Describe the type of institutional control (e.g., deed restriction or easement): \_\_\_\_\_
- Describe any use limitations: \_\_\_\_\_
- Describe any engineering controls: \_\_\_\_\_
- Will the project affect the institutional or engineering controls in place?  Yes  No
- Explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

---

**E.2. Natural Resources On or Near Project Site**

a. What is the average depth to bedrock on the project site? \_\_\_\_\_ Approx 6 feet

b. Are there bedrock outcroppings on the project site?  Yes  No  
 If Yes, what proportion of the site is comprised of bedrock outcroppings? \_\_\_\_\_ %

c. Predominant soil type(s) present on project site:

Urban land-Charlton complex	72 %
Urban land-Ridgebury complex	17 %
Charlton fine sandy loam	6 %

d. What is the average depth to the water table on the project site? Average: \_\_\_\_\_ 6.6 feet

e. Drainage status of project site soils:  Well Drained: \_\_\_\_\_ % of site  
 Moderately Well Drained: \_\_\_\_\_ 5.9 % of site  
 Poorly Drained: \_\_\_\_\_ 5 % of site

f. Approximate proportion of proposed action site with slopes:  0-10%: \_\_\_\_\_ 87 % of site  
 10-15%: \_\_\_\_\_ 9 % of site  
 15% or greater: \_\_\_\_\_ 4 % of site

g. Are there any unique geologic features on the project site?  Yes  No  
 If Yes, describe: \_\_\_\_\_  
 \_\_\_\_\_

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)?  Yes  No

ii. Do any wetlands or other waterbodies adjoin the project site?  Yes  No

If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency?  Yes  No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name 936-23, 936-22, 936-18, 936-17 Classification AA-S
- Lakes or Ponds: Name \_\_\_\_\_ Classification \_\_\_\_\_
- Wetlands: Name Federal Waters, NYS Wetland, Federal Waters, Fe... Approximate Size NYS Wetland (in a...)
- Wetland No. (if regulated by DEC) D-16, D-15, D-14

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies?  Yes  No  
 If yes, name of impaired water body/bodies and basis for listing as impaired: \_\_\_\_\_  
 \_\_\_\_\_

i. Is the project site in a designated Floodway?  Yes  No

j. Is the project site in the 100-year Floodplain?  Yes  No

k. Is the project site in the 500-year Floodplain?  Yes  No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer?  Yes  No  
 If Yes:

i. Name of aquifer: Principal Aquifer \_\_\_\_\_

m. Identify the predominant wildlife species that occupy or use the project site: \_\_\_\_\_  
 \_\_\_\_\_  
 Typical Suburban/Urban wildlife \_\_\_\_\_

n. Does the project site contain a designated significant natural community?  Yes  No  
 If Yes:  
 i. Describe the habitat/community (composition, function, and basis for designation): \_\_\_\_\_  
 \_\_\_\_\_  
 ii. Source(s) of description or evaluation: \_\_\_\_\_  
 iii. Extent of community/habitat:  
 • Currently: \_\_\_\_\_ acres  
 • Following completion of project as proposed: \_\_\_\_\_ acres  
 • Gain or loss (indicate + or -): \_\_\_\_\_ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species?  Yes  No  
 If Yes:  
 i. Species and listing (endangered or threatened): \_\_\_\_\_  
 Bog Turtle

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern?  Yes  No  
 If Yes:  
 i. Species and listing: \_\_\_\_\_

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing?  Yes  No  
 If yes, give a brief description of how the proposed action may affect that use: \_\_\_\_\_

**E.3. Designated Public Resources On or Near Project Site**

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304?  Yes  No  
 If Yes, provide county plus district name/number: \_\_\_\_\_

b. Are agricultural lands consisting of highly productive soils present?  Yes  No  
 i. If Yes: acreage(s) on project site? \_\_\_\_\_  
 ii. Source(s) of soil rating(s): \_\_\_\_\_

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark?  Yes  No  
 If Yes:  
 i. Nature of the natural landmark:  Biological Community  Geological Feature  
 ii. Provide brief description of landmark, including values behind designation and approximate size/extent: \_\_\_\_\_

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area?  Yes  No  
 If Yes:  
 i. CEA name: Watershed Properties  
 ii. Basis for designation: Exceptional or unique character  
 iii. Designating agency and date: Agency: Westchester County, Date: 1-31-90

<p>e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site    <input type="checkbox"/> Historic Building or District</p> <p style="margin-left: 20px;">ii. Name: _____</p> <p style="margin-left: 20px;">iii. Brief description of attributes on which listing is based: _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>g. Have additional archaeological or historic site(s) or resources been identified on the project site?</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Describe possible resource(s): _____</p> <p style="margin-left: 20px;">ii. Basis for identification: _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Identify resource: _____</p> <p style="margin-left: 20px;">ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____</p> <p style="margin-left: 20px;">iii. Distance between project and resource: _____ miles.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Identify the name of the river and its designation: _____</p> <p style="margin-left: 20px;">ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <input type="checkbox"/> Yes <input type="checkbox"/> No

**F. Additional Information**

Attach any additional information which may be needed to clarify your project.

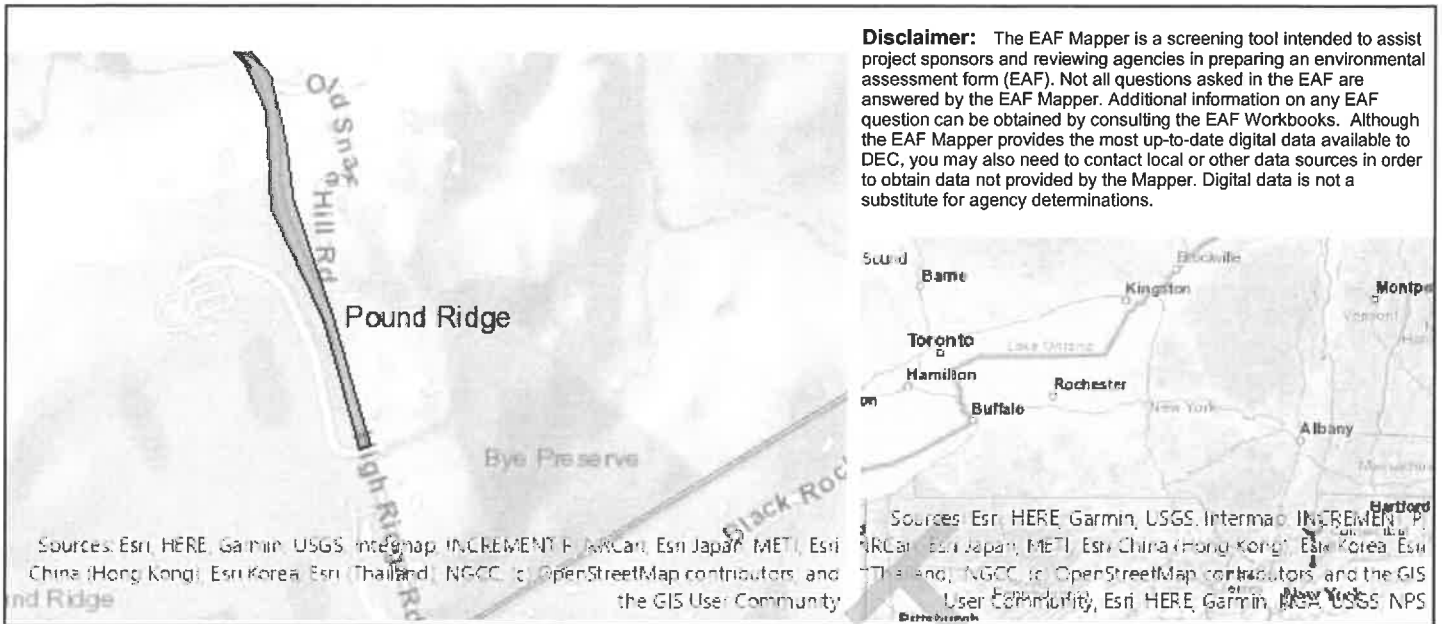
If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

**G. Verification**

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Kevin Hansan Date \_\_\_\_\_

Signature \_\_\_\_\_ Title Supervisor



B.1.i [Coastal or Waterfront Area]	No
B.1.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Yes - Digital mapping data are not available for all Special Planning Districts. Refer to EAF Workbook.
C.2.b. [Special Planning District - Name]	Remediation Sites:360047
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Yes - Digital mapping data for Spills Incidents are not available for this location. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Yes
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Yes
E.1.h.i [DEC Spills or Remediation Site - DEC ID Number]	360047
E.1.h.iii [Within 2,000' of DEC Remediation Site]	Yes
E.1.h.iii [Within 2,000' of DEC Remediation Site - DEC ID]	360047
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	Yes
E.2.h.ii [Surface Water Features]	Yes
E.2.h.iii [Surface Water Features]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
E.2.h.iv [Surface Water Features - Stream Name]	936-22, 936-18, 936-23, 936-17
E.2.h.iv [Surface Water Features - Stream Classification]	AA-S
E.2.h.iv [Surface Water Features - Wetlands Name]	Federal Waters, NYS Wetland

E.2.h.iv [Surface Water Features - Wetlands Size]	NYS Wetland (in acres):163.6, NYS Wetland (in acres):41.1, NYS Wetland (in acres):84.8
E.2.h.iv [Surface Water Features - DEC Wetlands Number]	D-16, D-15, D-14
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	Yes
E.2.j. [100 Year Floodplain]	Yes
E.2.k. [500 Year Floodplain]	Yes
E.2.l. [Aquifers]	Yes
E.2.l. [Aquifer Names]	Principal Aquifer
E.2.n. [Natural Communities]	No
E.2.o. [Endangered or Threatened Species]	Yes
E.2.o. [Endangered or Threatened Species - Name]	Bog Turtle
E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	Yes
E.3.d [Critical Environmental Area - Name]	Watershed Properties
E.3.d.ii [Critical Environmental Area - Reason]	Exceptional or unique character
E.3.d.iii [Critical Environmental Area – Date and Agency]	Agency:Westchester County, Date:1-31-90
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No

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**APPENDIX I**  
**WATER DISTRICT PROJECTED WATER USAGE &**  
**FIRST YEAR COSTS**

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Parcel No.	Property Address	Parcel #	Owner	Tenant	Use	Acres	Building Square Footage	Use Quantity	Use Unit	Usage Rate (gpd/unit)	Design Flow (gpd)	Project Flow	Residential Flows	Commercial Flows	Total Flow	Total Flow (Annual)	Res EDU	Com EDU	Total EDUs	Property Usage Notes
27	72 Westchester Ave	9320-62	72 Pound Ridge LLC	PR Dry Cleaners	Retail	0.21	4,750	2375	sq. ft.	0.1	238	756		238	238	86870		3	9	2375 sf retail, 1188 sf food prep w/ 4 employees, 1188 sf retail, and 2 bedrooms
27	72 Westchester Ave	9320-62	72 Pound Ridge LLC	Plum Plum's	Food Prep			1188	sq. ft.	0.1	119			119	119	43435		2		
27	72 Westchester Ave	9320-62	72 Pound Ridge LLC					4	employees	15.0	60			60	60	21900		1		
27	72 Westchester Ave	9320-62	72 Pound Ridge LLC	Nephawa	Retail			1188	sq. ft.	0.1	119			119	119	43435		2		
27	72 Westchester Ave	9320-62	72 Pound Ridge LLC	Above PR Dry Cleaners	Apartments			2	bedrooms	110.0	220		220	220	80300		1			
28	73 Westchester Ave	9454-10	73 Westchester LLC	Healthy Home Foods	Retail/Food Prep	0.67	5600	4200	sq. ft.	0	420	670		420	420	153300		4	7	4200 sf retail/food prep and 1 chair medical office
28	73 Westchester Ave	9454-10	73 Westchester LLC	Pound Ridge Dentistry	Medical Office			1	Chairs	250	250			250	250	91250		3		
29	74 Westchester Ave	9320-61	Scotts Corner Market Inc	Blind Charlies	Restaurant	0.21	7,970	50	seats	35.0	1750	2809		1750	1750	638750		16	23	50 seat restaurant, 10 member spa, 1993 sf retail and 3 apartments
29	74 Westchester Ave	9320-61	Scotts Corner Market Inc	Jacob Allen	Spa			10	Member	20.0	200			200	200	73000		2		
29	74 Westchester Ave	9320-61	Scotts Corner Market Inc	O'Donnell	Retail			1993	sq. ft.	0.1	199			199	199	72635		2		
29	74 Westchester Ave	9320-61	Scotts Corner Market Inc	Above Blind Charlies	Apartments			6	bedrooms	110.0	660		660	660	240900		3			
30	76 Westchester Ave	9320-60	76 Westchester Realty Co LLC	Dinardos	Restaurant	0.21	8910	60	seats	35	2100	2540		2100	2100	766500		20	22	60 seat restaurant and 2 apartments
30	76 Westchester Ave	9320-60	76 Westchester Realty Co LLC	Above Dinardos	Apartments			4	bedrooms	110	440		440	440	160600		2			
31	77 Westchester Ave	9454-9	Town of Pound Ridge	Vacant	Vacant	0.34	4,864	0	n/a	0.0	0	0		0	0	0		0	0	Park
31	77 Westchester Ave	9454-9	Town of Pound Ridge	Vacant	Vacant			0	n/a	0.0	0			0	0	0		0	0	
32	77A Westchester Ave	9454-35	Town of Pound Ridge	Parking	Parking	0.36	0	0	n/a	0	0	0		0	0	0		0	0	Alley/Parking
33	78 Westchester Ave	9320-59	Metzger Revocable Trust	123 Dough	Food Prep	0.21	2,979	2234	sq. ft.	0.1	223	358		223	223	81395		3	5	2234 sf food prep with 4 employees and 745 sf office
33	78 Westchester Ave	9320-59	Metzger Revocable Trust		Employees			4	employees	15.0	60			60	60	21900		1		
33	78 Westchester Ave	9320-59	Metzger Revocable Trust	Miller's Landscape	Office			745	sq. ft.	0.1	75			75	75	27375		1		
34	79 Westchester Ave	9454-8	Eduard K. Kleiner Family Trust	Dynax	Office	0.35	1872	1872	sq. ft.	0	187	187		187	187	68255		2	2	1872 sf office
35	80 Westchester Ave	9320-58	Pound Ridge Fire District	Fire Department	Community Facility	0.45	7,076	7076	sq. ft.	0.1	708	708		708	708	258420		7	7	7076 sf community facility
36	80A Westchester Ave	9320-56	Pound Ridge Fire District		Parking w/2 Shed	5.08	0	0	NA	0	0	0		0	0	0		0	0	Vacant land
37	83 Westchester Ave	9454-7	Albano Realty Assoc LLC		Retail	0.47	9161	6138	sq. ft.	0	614	1283		614	614	224110		6	11	6138 sf retail, 2 apartments & 2290 sf office
37	83 Westchester Ave	9454-7	Albano Realty Assoc LLC		Apartments			4	bedrooms	110	440		440	440	160600		2			
37	83 Westchester Ave	9454-7	Albano Realty Assoc LLC		Office			2290	sq. ft.	0	229			229	229	83585		3		
38	85 Westchester Ave	9454-6	BTE 85W LLC	North Star	Restaurant	0.42	4122	50	seats	35	1750	1886		1750	1750	638750		16	18	50 seat restaurant and 1360 sf office
38	85 Westchester Ave	9454-6	BTE 85W LLC		Office	0.47		1360	sq. ft.	0	136			136	136	49640		2		
39	87 Westchester Ave	9454-5	Rax Realty of Ct Inc	Avent Garden	Office	1.13	1444	1444	sq. ft.	0	144	144		144	144	52560		2	2	1444 sf Retail
40	89 Westchester Ave	9454-36	Pound Ridge Lions	PR Ambulance Corps	Community Facility	0.53	1296	1296	sq. ft.	0	130	130		130	130	47450		2	2	1296 sf community facility
41	REMOVED																			
42	REMOVED																			
43	REMOVED																			
44	REMOVED																			
45	REMOVED																			
TOTAL EDUs						44.00	210,400	---	---	---	33298	32968	8030	25268	33298	12153770	35	254	289	

## Preliminary Annual User Costs - Funding Scenario 3 (Assumes DWSRF 3% Interest Loan, and 70% NYS Water Grant)

Property Address	Parcel #	Owner	Total EDUs	Property Use Notes	Annual Drinking Water Cost
4 Trinity Pass Rd.	9454-14	65 Westchester LLC	1	1012 sf retail	\$856.07
21 Westchester Ave	9456-8	James F. Suda	1	Single Family	\$856.07
22, 24 Westchester Ave	9455-10	Donna Simons	5	4781 sf Retail	\$4,280.35
23 Westchester Ave	9456-7	23 Westchester Ave Assoc LLC	3	3062 sf Retail	\$2,568.21
26 Westchester Ave	9455-13	Pedani Realty Services, LLC	3	1099 sf office, 549 sf retail and 1 apartment	\$2,568.21
27 Westchester Ave	9456-6	The Lionheart Building LLC	3	1518 sf office and 1 apartment	\$2,568.21
29 Westchester Ave	9456-5	Scotts Ridge LP	6	Commercial residential with 6 units	\$5,136.42
30 Westchester Ave	9455-14	Timothy Paterson, Pamela Paspalis	1	Single Family	\$856.07
32 Westchester Ave	9455-20	32 Pound Ridge LLC	7	4441 sf retail, and 2 apartments	\$5,992.49
34 Westchester Ave	9455-21	Graphene LLC	3	1965 sf retail and 1 apartment	\$2,568.21
35 Westchester Ave	9456-55	35 Westchester Avenue LLC	2	2145 sf Retail	\$1,712.14
38 Westchester Ave	9455-27	TS Affiliates LLC	2	1760 sf office	\$1,712.14
39 Westchester Ave	9456-4	Scott and Anne Fernqvist	1	Single Family	\$856.07
40 Westchester Ave	9455-28	Mastromauro Family LP	9	2700 sf retail, 20 member spa, and 2 apartments	\$7,704.63
46 Westchester Ave	9455-26	Fraydun James LLC	2	1837 sf Office	\$1,712.14
54 Westchester Ave	9455-25	PMNG Management LLC	14	25 seat restaurant, 1200 sf retail, 15 member health club, and 1 apartment	\$11,984.98
55, 57 Westchester Ave	9456-1.9	ROE Scott's Corner LLC	50	54139 sf Retail/Office	\$42,803.50
56, 60 Westchester Ave	9455-24	PMNG Management LLC	11	7791 sf retail, 1174 sf retail/office, and 5 apartments	\$9,416.77
65 Westchester Ave	9454-15	65 Westchester LLC	4	1174 sf retail	\$3,424.28
66 Westchester Ave	9320-65	Shaeffer Realty LLC	8	Auto repair w/ 2 toilets	\$6,848.56
67 Westchester Ave	9454-13	Booksy Building LLC	4	2816 sf retail and 1 apartment	\$3,424.28

## Preliminary Annual User Costs - Funding Scenario 3 (Assumes DWSRF 3% Interest Loan, and 70% NYS Water Grant)

Property Address	Parcel #	Owner	Total EDUs	Property Use Notes	Annual Drinking Water Cost
68 Westchester Ave	9320-64	Joseph and Carmella DiPietro	7	3462 sf retail and 3 apartments	\$5,992.49
69 Westchester Ave	9454-11	69-71 Westchester Ave. LLC	19	40 seat restaurant, and 2-3071 sf offices	\$16,265.33
70 Westchester Ave	9320-63	Trinity Lane Ltd	5	1030 sf retail/office, 1 barber chair, and 1 apartment	\$4,280.35
71 Westchester Ave	9454-11	69-71 Westchester Ave. LLC	10	25 seat restaurant and 1939 sf retail	\$8,560.70
72 Westchester Ave	9320-62	72 Pound Ridge LLC	9	2375 sf retail, 1188 sf food prep w/ 4 employees, 1188 sf retail, and 2 bedrooms	\$7,704.63
73 Westchester Ave	9454-10	73 Westchester LLC	7	4200 sf retail/food prep and 1 chair medical office	\$5,992.49
74 Westchester Ave	9320-61	Scotts Corner Market Inc	23	50 seat restaurant, 10 member spa, 1993 sf retail and 3 apartments	\$19,689.61
76 Westchester Ave	9320-60	76 Westchester Realty Co LLC	22	60 seat restaurant and 2 apartments	\$18,833.54
77 Westchester Ave	9454-9	Town of Pound Ridge	0	Park	\$0.00
77A Westchester Ave	9454-35	Town of Pound Ridge	0	Alley/Parking	\$0.00
78 Westchester Ave	9320-59	Metzger Revocable Trust	5	2234 sf food prep with 4 employees and 745 sf office	\$4,280.35
79 Westchester Ave	9454-8	Eduard K. Kleiner Family Trust	2	1872 sf office	\$1,712.14
80 Westchester Ave	9320-58	Pound Ridge Fire District	7	7076 sf community facility	\$5,992.49
80A Westchester Ave	9320-56	Pound Ridge Fire District	0	Vacant land	\$0.00
83 Westchester Ave	9454-7	Albano Realty Assoc LLC	11	6138 sf retail, 2 apartments & 2290 sf office	\$9,416.77
85 Westchester Ave	9454-6	BTE 85W LLC	18	50 seat restaurant and 1360 sf office	\$15,409.26
87 Westchester Ave	9454-5	Rex Realty of Ct Inc	2	1444 sf Retail	\$1,712.14
89 Westchester Ave	9454-36	Pound Ridge Lions	2	1296 sf community facility	\$1,712.14

**Total EDUs 289**

**Total Annual User Costs \$247,404.23**

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**APPENDIX J**  
**CONTAMINATION HISTORY AND VIOLATIONS**

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Called Steve 9/29 - 1206 447-7431



George Latimer  
County Executive

Sheridan Acker, M.D.  
Commissioner of Health

September 20, 2021

Dr. Frank Salvi  
76 Westchester Avenue  
P.O. Box 36  
Pound Ridge, NY 10576

RE: Violation ID: 2021 616  
Quade Bldg./Dinardo Rest  
Pound Ridge, (T)  
PWS ID: NYS918809

Dear Dr. Salvi:

A review of Perfluorooctanesulfonic acid (PFOS), Perfluorooctanoic acid (PFDA), and 1,4-Dioxane sampling results for the third quarter 2021 monitoring period for the above referenced public water supply revealed that the PFOA and PFOS levels exceeded the Maximum Contamination Level (MCL) of 0.000100 milligrams per liter (mg/L) for both compounds at Well #1.

Well #1  
PFOA average value 0.000113 mg/L  
PFOS average value 0.000107 mg/L

This constitutes non-compliance with Part 5, Subpart 5-1, Section 5-1.52, Table 3 of the New York State Sanitary Code (NYSSC).

You are reminded that Tier 2 Public Notification must be made within thirty (30) days from the date of this notice in accordance with Part 5, Subpart 5-1, Section 5-1.52 (Table 13) and 5-1.78 of the New York State Sanitary Code, and that within ten (10) days of completing the Public Notification, certification shall be submitted to the Department with a copy of the notice which was distributed. A draft of the notice must be submitted to this Department for review prior to distribution.

(Continued)

Department of Health  
29 Moore Avenue  
Albany, New York 12242

Telephone: (518) 487-2725

TDD: (518) 487-1091





Environmental Laboratories, Inc.  
587 East Middle Turnpike, P.O.Box 370, Manchester, CT 06045



# Analysis Report

February 07, 2024

FOR: Attn: Mr. Bob Woodstead  
Better Water Well Systems  
348 Smith Ridge Rd  
South Salem, NY 10590

### Sample Information

Matrix: DRINKING WATER  
Location Code: BWWS  
Rush Request: Standard  
P.O.#:

### Custody Information

Collected by:  
Received by: CP  
Analyzed by: see "By" below

Date: 01/25/24  
Time: 11:15  
01/25/24 16:40

### Laboratory Data

SDG ID: GCP95360  
Phoenix ID: CP95360

Project ID: DINARDOS  
Client ID: WELL #1 TAP

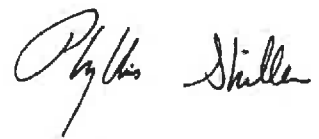
Parameter	Result	RL/ PQL	DIL	Units	AL	MCL	MCLG	Date/Time	By	Reference	
PFAS (18)	Completed							02/01/24	***	EPA 537.1	C
<b>PFAS (18)</b>											
11CI-PF3OUdS	ND	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
9CI-PF3ONS	ND	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
ADONA	ND	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
HFPO-DA	ND	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
NEtFOSAA	ND	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
NMeFOSAA	ND	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
Perfluorobutanesulfonic Acid (PFBS)	5.22	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
Perfluorodecanoic Acid (PFDA)	ND	1.00	1	ng/L		10		02/02/24	***	EPA 537.1	C
Perfluorododecanoic Acid (PFDoA)	ND	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
Perfluoroheptanoic Acid (PFHpA)	2.80	1.00	1	ng/L		10		02/02/24	***	EPA 537.1	C
Perfluorohexanesulfonic Acid (PFHxS)	1.11	1.00	1	ng/L		10		02/02/24	***	EPA 537.1	C
Perfluorohexanoic Acid (PFHxA)	7.54	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
Perfluorononanoic Acid (PFNA)	ND	1.00	1	ng/L		10		02/02/24	***	EPA 537.1	C
Perfluorooctanesulfonic Acid (PFOS)	8.69	1.00	1	ng/L		10		02/02/24	***	EPA 537.1	C
Perfluorooctanoic Acid (PFOA)	8.13	1.00	1	ng/L		10		02/02/24	***	EPA 537.1	C
Perfluorotetradecanoic Acid (PFTA)	ND	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
Perfluorotridecanoic Acid (PFTrDA)	ND	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
Perfluoroundecanoic Acid (PFUnA)	ND	1.00	1	ng/L				02/02/24	***	EPA 537.1	C
<b>QA/QC Surrogates</b>											
% d5-NEtFOSA	97.8		1	%	NA	NA	NA	02/02/24	***	70 - 130 %	C
% d5-N-EtFOSA	97.8		1	%	NA	NA	NA	02/02/24	***	70 - 130 %	C
% M3HFPO-DA	98.0		1	%	NA	NA	NA	02/02/24	***	70 - 130 %	C
% MPFDA	85.2		1	%	NA	NA	NA	02/02/24	***	70 - 130 %	C
% MPFHxA	78.9		1	%	NA	NA	NA	02/02/24	***	70 - 130 %	C



Parameter	Result	RL/ PQL	DIL	Units	AL	MCL	MCLG	Date/Time	By	Reference
<b>1,4-dioxane</b>										
1,4-dioxane	ND	0.20	1	ug/l		1		01/31/24	AW	EPA522
<b>QA/QC Surrogates</b>										
% 1,4-dioxane-d8	81		1	%	NA	NA	NA	01/31/24	AW	70 - 130 %
Extraction for 1,4-Dioxane	Completed							01/30/24	G/G	EPA522

C=Subcontracted RL/PQL=Minimum Reportable Level DW MCL=Maximum Potability Limit Sec Goal=Recommended Potability Limit ND=Not Detected  
 NA=Not Applicable

QA/QC Surrogates: Surrogates are compounds (preceeded with a %) added by the lab to determine analysis efficiency. Surrogate results(%) listed in the report are not "detected" compounds.



*For further interpretation or recommendations on treatment, please contact your local or state health department. Please see last page for additional information.*

**Phyllis Shiller, Lab Director**  
**February 07, 2024**

DRAFT



George Latimer  
County Executive

Sherlita Amler, M.D.  
Commissioner of Health

February 14, 2024

Mark Gjelij  
P.O. Box 107  
Pound Ridge, NY 10576

RE: Violation ID: 2024 24250, 24251, 24252,  
24253, 24254, and 24255  
Barnwell Buildings  
PWS #: NY5917426  
Non-Transient Non-Community PWS  
Pound Ridge (T)

Dear Mr. Gjelij:

A review of Perfluorooctanesulfonic acid (PFOS), Perfluorooctanoic acid (PFOA), and 1,4-Dioxane sampling results for for the second, third and fourth quarters of 2023 monitoring periods for the above referenced public water supply revealed that the PFOS and PFOA levels exceeded the Maximum Contamination Level (MCL) of 0.0000100 milligrams per liter (mg/L) as indicated in table below. This constitutes non-compliance with Part 5, Subpart 5-1, Section 5-1.52, Table 3 of the New York State Sanitary Code (NYSSC).

Well # 1	Quarter 2-2023 Average (mg/l)	Quarter 3-2023 Average (mg/l)	Quarter 4 - 2023 Average (mg/l)
PFOS	0.0000239	0.0000226	0.0000187
PFOA	0.0000130	0.0000120	0.0000119

You are reminded that Tier 2 Public Notification must be made within thirty (30) days from the date of this notice in accordance with Part 5, Subpart 5-1, Section 5-1.52 (Table 13) and 5-1.78 of the New York State Sanitary Code, and that within ten (10) days of completing the Public Notification, certification shall be submitted to the Department with a copy of the notice which was distributed. A draft of the notice must be submitted to this Department for review prior to distribution.

Please find the attached Notices of Violation generated by the New York State Department of Health Safe Drinking Water Information System (SDWIS) and recorded on its database.

Be advised that the water system must continue PFAS and PFOS monitoring on a quarterly basis and analyze for all contaminants listed under the full analytical method in accordance with one of the following approved laboratory methods; EPA 533, EPA 537.1, and the Isotope Dilution Method (ISO).



Department of Health  
25 Moore Avenue  
Mount Kisco, New York 10549

Telephone: (914) 813 5000

Fax: (914) 813-4691

Plans for the treatment of PFOS and PFOA were submitted to this Department on February 6, 2024 and are currently under review. Upon approval of plans, treatment must be installed immediately.

Should you have any questions, feel free to contact the undersigned at (914) 864-7353, cell phone (914) 424-2188 or email: [mws1@westchestercountyny.gov](mailto:mws1@westchestercountyny.gov).

Respectfully,



Matthew Smith, MS  
Associate Sanitarian  
Bureau of Environmental Quality

Encl.

cc: Better Water Wells, Operator  
Andy Tse, NYSDOH  
Zaw Thein, PE, WCDOH  
File

DRAFT

February 14, 2024  
**NOTICE OF VIOLATION**  
New York State Sanitary Code, 10 NYCRR Part 5

Mr. MARK GJELAJ  
P.O Box 107  
POUND RIDGE, NY 10576

Re: 02 - MCL, AVERAGE  
Violation ID: 2024 24250  
Determination Date: January 19, 2024  
BARNWELL BUILDING  
PWS ID: NY5917426  
POUND RIDGE (T), WESTCHESTER

Violation ID: 2024 24250  
Determination Date: 1/19/2024  
Violation Type:  
Name: 02 - MCL, AVERAGE  
Analyte Group: PERFLUOROCTANE SULFONIC ACID (PFOS) - 2805  
Analyte Name: PERFLUOROCTANE SULFONIC ACID (PFOS)  
Analyte Code: 2805  
Compliance Period Begin: 7/1/2023  
Compliance Period End: 9/30/2023  
Violation Period Begin Date: 7/1/2023  
Violation Period End Date: 9/30/2023

Reference Enforcement ID: 2024 4257

February 14, 2024  
**NOTICE OF VIOLATION**  
New York State Sanitary Code, 10 NYCRR Part 5

Mr. MARK GJELAJ  
P.O. Box 107  
POUND RIDGE, NY 10576

Re: 02 - MCL, AVERAGE  
Violation ID: 2024 24251  
Determination Date: January 19, 2024  
BARNWELL BUILDING  
PWS ID: NY5917426

Violation ID: 2024 24251  
Determination Date: 1/19/2024  
Violation Type:  
Name: 02 - MCL, AVERAGE  
Analyte Group: PERFLUOROCTANOIC ACID (PFOA) - 2806  
Analyte Name: PERFLUOROCTANOIC ACID (PFOA)  
Analyte Code: 2806  
Compliance Period Begin: 7/1/2023  
Compliance Period End: 9/30/2023  
Violation Period Begin Date: 7/1/2023  
Violation Period End Date: 9/30/2023

Reference Enforcement ID: 2024 4257

February 14, 2024  
**NOTICE OF VIOLATION**  
New York State Sanitary Code, 10 NYCRR Part 5

Mr. MARK GJELAJ  
P.O. Box 107  
POUND RIDGE, NY 10576

Re: 02 - MCL, AVERAGE  
Violation ID: 2024 24252  
Determination Date: January 19, 2024  
BARNWELL BUILDING  
PWS ID: NY5917426  
POUND RIDGE (T), WESTCHESTER

Violation ID: 2024 24252  
Determination Date: 1/19/2024  
Violation Type:  
Name: 02 - MCL, AVERAGE  
Analyte Group: PERFLUOROCTANE SULFONIC ACID (PFOS) - 2805  
Analyte Name: PERFLUOROCTANE SULFONIC ACID (PFOS)  
Analyte Code: 2805  
Compliance Period Begin: 10/1/2023  
Compliance Period End: 12/31/2023  
Violation Period Begin Date: 10/1/2023  
Violation Period End Date: 12/31/2023

Reference Enforcement ID: 2024 4257

February 14, 2024  
**NOTICE OF VIOLATION**  
New York State Sanitary Code, 10 NYCRR Part 5

Mr. MARK GJELAJ  
P.O. Box 107  
POUND RIDGE, NY 10576

Re: 02 - MCL, AVERAGE  
Violation ID: 2024 24253  
Determination Date: January 19, 2024  
BARNWELL BUILDING  
PWS ID: NY5917426  
POUND RIDGE (T), WESTCHESTER

Violation ID: 2024 24253  
Determination Date: 1/19/2024  
Violation Type:  
Name: 02 - MCL, AVERAGE  
Analyte Group: PERFLUOROCTANOIC ACID (PFOA) - 2806  
Analyte Name: PERFLUOROCTANOIC ACID (PFOA)  
Analyte Code: 2806  
Compliance Period Begin: 10/1/2023  
Compliance Period End: 12/31/2023  
Violation Period Begin Date: 10/1/2023  
Violation Period End Date: 12/31/2023

Reference Enforcement ID: 2024 4257

February 14, 2024  
**NOTICE OF VIOLATION**  
New York State Sanitary Code, 10 NYCRR Part 5

Mr. MARK GJELAJ  
P.O. Box 107  
POUND RIDGE, NY 10576

Re: 02 - MCL, AVERAGE  
Violation ID: 2024 24254  
Determination Date: February 14, 2024  
BARNWELL BUILDING  
PWS ID: NY5917426  
POUND RIDGE (T), WESTCHESTER

Violation ID: 2024 24254  
Determination Date: 2/14/2024  
Violation Type:  
Name: 02 - MCL, AVERAGE  
Analyte Group: PERFLUOROCTANE SULFONIC ACID (PFOS) - 2805  
Analyte Name: PERFLUOROCTANE SULFONIC ACID (PFOS)  
Analyte Code: 2805  
Compliance Period Begin: 4/1/2023  
Compliance Period End: 6/30/2023  
Violation Period Begin Date: 4/1/2023  
Violation Period End Date: 6/30/2023

Reference Enforcement ID: 2024 4257



February 14, 2024  
**NOTICE OF VIOLATION**  
New York State Sanitary Code, 10 NYCRR Part 5

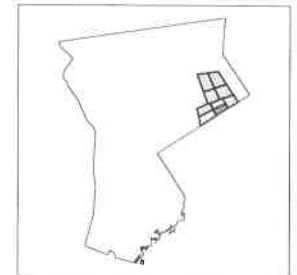
Mr. MARK GJELAJ  
P.O. Box 107  
POUND RIDGE, NY 10576

Re: 02 - MCL, AVERAGE  
Violation ID: 2024 24255  
Determination Date: February 14, 2024  
BARNWELL BUILDING  
PWS ID: NY5917426  
POUND RIDGE (T), WESTCHESTER

Violation ID: 2024 24255  
Determination Date: 2/14/2024  
Violation Type:  
Name: 02 - MCL, AVERAGE  
Analyte Group: PERFLUOROCTANOIC ACID (PFOA) - 2806  
Analyte Name: PERFLUOROCTANOIC ACID (PFOA)  
Analyte Code: 2806  
Compliance Period Begin: 4/1/2023  
Compliance Period End: 6/30/2023  
Violation Period Begin Date: 4/1/2023  
Violation Period End Date: 6/30/2023

Reference Enforcement ID: 2024 4257

**Toxics Targeting  
Project Area Overview Map**  
with highlighted section for this report  
Pound Ridge - Section 2  
Pound Ridge, NY 10576



Westchester County




 Project Area


 Subject Area

 Waterbody

 Major Roads

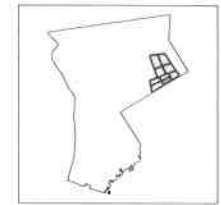
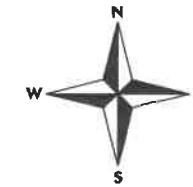
 Expressways

 County Border

 Railroad Tracks

# Toxics Targeting Onsite Area Map

Pound Ridge - Section 2  
Pound Ridge, NY 10576



Westchester County

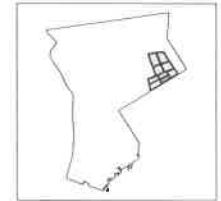
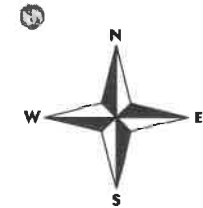


- |   |  |
|---|--|
| National Priority List (NPL)                    | Delisted NPL Site                          |
| CERCLIS Superfund Non-NFRAP Site                | CERCLIS Superfund NFRAP Site               |
| Inactive Hazardous Waste Disposal Registry Site | Inact. Haz Waste Disp. Registry Qualifying |
| Hazardous Waste Treater, Storer, Disposer       | RCRA Corrective Action Facility            |
| Hazardous Substance Waste Disposal Site         | Solid Waste Facility                       |
| Major Oil Storage Facility                      | Brownfields Site                           |
| Chemical Storage Facility                       | Hazardous Material Spill                   |
| Toxic Release                                   | MTBE Gasoline Additive Spill               |
| Wastewater Discharge                            | Petroleum Bulk Storage Facility            |
| Enforcement Docket Facility                     | Hazardous Waste Generator, Transp.         |
|   | Air Release                                |
|   | Remediation Site Borders                   |
| Subject Area                                    | Waterbody                                  |
| County Border                                   | Railroad Tracks                            |

Scale: 1 inch = 1631 feet

- |              |                |             |
|--------------|----------------|-------------|
| High Concern | Medium Concern | Low Concern |
|--------------|----------------|-------------|

**Toxics Targeting  
Onsite Area Map**  
High Concern Level sites only  
Pound Ridge - Section 2  
Pound Ridge, NY 10576



Westchester County



- |   |  |
|---|--|
| National Priority List (NPL)                    | Delisted NPL Site                          |
| CERCLIS Superfund Non-NFRAP Site                | CERCLIS Superfund NFRAP Site               |
| Inactive Hazardous Waste Disposal Registry Site | Inact. Haz Waste Disp. Registry Qualifying |
| Hazardous Waste Treater, Storer, Disposer       | RCRA Corrective Action Facility            |
| Hazardous Substance Waste Disposal Site         | Solid Waste Facility                       |
| Major Oil Storage Facility                      | Brownfields Site                           |
| Chemical Storage Facility                       | Hazardous Material Spill                   |
| Toxic Release                                   | MTBE Gasoline Additive Spill               |
| Wastewater Discharge                            | Petroleum Bulk Storage Facility            |
| Enforcement Docket Facility                     | Hazardous Waste Generator, Transp.         |
|   | Air Release                                |
|   | Remediation Site Borders                   |
| Subject Area                                    | Waterbody                                  |
| County Border                                   | Railroad Tracks                            |

Scale: 1 inch = 1631 feet

- |              |                |             |
|--------------|----------------|-------------|
| High Concern | Medium Concern | Low Concern |
|--------------|----------------|-------------|

# Toxic Concern Summary

## Pound Ridge - Section 2, Pound Ridge, NY 10576

### High Concern Sites Identified In This Report

MAP-ID	CONCERN LEVEL	FACILITY ID	FACILITY STREET	DATABASE
2	High	360047	72 WEST CHESTER AVE	NYSDEC Inactive Haz. Waste Disposal Site Registry
5	High	9412600	60-80 WESTCHESTER AVE	Active Haz Spills (Unknown Causes or Other Causes)
6	High	1501019	64 HIGH RIDGE RD	Active Haz Spills (Miscellaneous Spill Causes)
10	High	9407223	22-24 WESTCHESTER AVE.	Closed Status Tank Failures
38	High	9913344	55 WESTCHESTER AV	Closed Status Spills (Unknown Causes or Other Causes)
39	High	9507568	77 WESTCHESTER AVE	Closed Status Spills (Unknown Causes or Other Causes)
43	High	0110204	55 WESTCHESTER AV	Closed Status Spills (Unknown Causes or Other Causes)
45	High	9412458	69 WESTCHESTER AVE.	Closed Status Spills (Miscellaneous Spill Causes)

### Medium Concern Sites Identified In This Report

MAP-ID	CONCERN LEVEL	FACILITY ID	FACILITY STREET	DATABASE
1	Medium	3-022	72 WESTCHESTER AVENUE	Inactive Haz. Waste Disposal Site Registry Qualifying
3	Medium	1600191	97 WESTCHESTER AVE	Active Tank Test Failures
4	Medium	1400653	39 OLD SNAKE HILL RD	Active Tank Test Failures
15	Medium	0307043	5 WESTCHESTER AVE	Closed Status Tank Failures
16	Medium	0204941	77 WESTCHESTER AVE	Closed Status Tank Failures
21	Medium	9904860	100 UPPER SHAD RD	Closed Status Tank Test Failures
22	Medium	9903559	29 WESTCHESTER AVE	Closed Status Tank Test Failures
23	Medium	9900975	41 LOWER TRINITY PASS	Closed Status Tank Test Failures
24	Medium	9407135	69 WESTCHESTER AVE	Closed Status Tank Test Failures
28	Medium	1102183	32 HEMLOCK HILL RD	Closed Status Tank Test Failures
40	Medium	9103320	117A UPPER SHAD ROAD	Closed Status Spills (Unknown Causes or Other Causes)
41	Medium	9013202	WESTCHESTER AVE	Closed Status Spills (Unknown Causes or Other Causes)
46	Medium	1512308	10 TRINITY PASS	Closed Status Spills (Miscellaneous Spill Causes)
47	Medium	1309723	49 WOODLAND RD	Closed Status Spills (Miscellaneous Spill Causes)
49	Medium	1208778	64 HIGH RIDGE RD	Closed Status Spills (Miscellaneous Spill Causes)
53	Medium	1012726	83 WESTCHESTER AVE	Closed Status Spills (Miscellaneous Spill Causes)
55	Medium	1005528	37 LOWER TRINITY PASS	Closed Status Spills (Miscellaneous Spill Causes)
60	Medium	0700819	17 ROLLING MEADOW LANE	Closed Status Spills (Miscellaneous Spill Causes)
63	Medium	0385002	26 LOWER TRINITY PASS	Closed Status Spills (Miscellaneous Spill Causes)
64	Medium	0311135	35 WOODLAND ROAD	Closed Status Spills (Miscellaneous Spill Causes)
65	Medium	0300737	26 LOWER TRINITY PASS	Closed Status Spills (Miscellaneous Spill Causes)
69	Medium	0004580	OPP 52 HIGH RIDGE RD	Closed Status Spills (Miscellaneous Spill Causes)
71	Medium	3-003492	10 TRINITY PASS ROAD	Petroleum Bulk Storage Sites
72	Medium	3-166464	66 WESTCHESTER AVENUE	Petroleum Bulk Storage Sites
73	Medium	3-449431	77 WESTCHESTER AVENUE	Petroleum Bulk Storage Sites
74	Medium	3-800120	54-56 WESTCHESTER AVE	Petroleum Bulk Storage Sites
75	Medium	3-801622	12 HIGH RIDGE ROAD	Petroleum Bulk Storage Sites
76	Medium	NY0000261719	WESTCHESTER AVE	Hazardous Waste Generators, Transporters
77	Medium	NY0000954271	69 WESTCHESTER AVE	Hazardous Waste Generators, Transporters
78	Medium	NYD062004809	72 WESTCHESTER AVENUE	Hazardous Waste Generators, Transporters

Continued from previous page

MAP-ID	CONCERN LEVEL	FACILITY ID	FACILITY STREET	DATABASE
79	Medium	NYD986968329	WESTCHESTER AV & TRINITY PASS	Hazardous Waste Generators, Transporters
80	Medium	NYR000203729	79 WESTCHESTER AVE	Hazardous Waste Generators, Transporters

### Low or Unknown Concern Sites Identified In This Report

MAP-ID	CONCERN LEVEL	FACILITY ID	FACILITY STREET	DATABASE
7	Low	9911173	80 WESTCHESTER AVE	Closed Status Tank Failures
8	Low	9908543	15 HIGH RIDGE RD	Closed Status Tank Failures
9	Low	9800586	WESTCHESTER AV	Closed Status Tank Failures
11	Low	0608428	26 TRINITY PASS ROAD	Closed Status Tank Failures
12	Low	0507091	102 UPPER SHAD ROAD	Closed Status Tank Failures
13	Low	0506021	22 HIGH RIDGE ROAD	Closed Status Tank Failures
14	Low	0500726	52 HIGH RIDGE ROAD	Closed Status Tank Failures
17	Low	0102803	26 LOWER TRINITY PASS	Closed Status Tank Failures
18	Low	0002083	54 WESTCHESTER AV	Closed Status Tank Failures
19	Low	9912302	49 WOODLAND RD	Closed Status Tank Test Failures
20	Low	9909223	100 UPPER SHAD RD	Closed Status Tank Test Failures
25	Low	1502037	18 CLEARWATER LANE	Closed Status Tank Test Failures
26	Low	1400885	34 HEMLOCK HILL RD	Closed Status Tank Test Failures
27	Low	1202196	11 SELLECKS WALK	Closed Status Tank Test Failures
29	Low	0805476	10 TRINITY PASS ROAD	Closed Status Tank Test Failures
30	Low	0710968	50 UPPER SHAD ROAD	Closed Status Tank Test Failures
31	Low	0409695	15 HIGH RIDGE ROAD	Closed Status Tank Test Failures
32	Low	0405271	23 CLEARWATER LANE	Closed Status Tank Test Failures
33	Low	0307895	27 LOWER TRINITY PASS	Closed Status Tank Test Failures
34	Low	0306336	5 WESTCHESTER AVE	Closed Status Tank Test Failures
35	Low	0300350	29 HEMLOCK HILL RD	Closed Status Tank Test Failures
36	Low	0111906	65 WESTCHESTER AV	Closed Status Tank Test Failures
37	Low	0009626	74 WESTCHESTER AV	Closed Status Tank Test Failures
42	Low	0501949	22 HEMLOCK HILL AVE	Closed Status Spills (Unknown Causes or Other Causes)
44	Low	9608434	70 WESTCHESTER AVE	Closed Status Spills (Miscellaneous Spill Causes)
48	Low	1301019	24 WESTCHESTER AVE	Closed Status Spills (Miscellaneous Spill Causes)
50	Low	1109756	26 UPPER SHAD RD	Closed Status Spills (Miscellaneous Spill Causes)
51	Low	1104802	5 SOUTH BEDFORD RD	Closed Status Spills (Miscellaneous Spill Causes)
52	Low	1100514	89 WESTCHESTER AVE	Closed Status Spills (Miscellaneous Spill Causes)
54	Low	1007436	27 WESTCHESTER AVE	Closed Status Spills (Miscellaneous Spill Causes)
56	Low	1004683	66 UPPER SHAD RD	Closed Status Spills (Miscellaneous Spill Causes)
57	Low	0901681	47 UPPER SHAD RD	Closed Status Spills (Miscellaneous Spill Causes)
58	Low	0803030	55 WESTCHESTER AVE	Closed Status Spills (Miscellaneous Spill Causes)
59	Low	0710244	39 ROLLING MEADOW LANE	Closed Status Spills (Miscellaneous Spill Causes)
61	Low	0606129	20 HIGH RIDGE ROAD	Closed Status Spills (Miscellaneous Spill Causes)
62	Low	0411439	5 OLD SNAKE HILL RD	Closed Status Spills (Miscellaneous Spill Causes)
66	Low	0110835	76 WESTCHESTER AV	Closed Status Spills (Miscellaneous Spill Causes)
67	Low	0011358	8 UPPER SHAD ROAD	Closed Status Spills (Miscellaneous Spill Causes)
68	Low	0010268	HIGH RIDGE RD	Closed Status Spills (Miscellaneous Spill Causes)
70	Low	0002075	10 CLEARWATER LANE	Closed Status Spills (Miscellaneous Spill Causes)



**INACTIVE HAZARDOUS WASTE DISPOSAL REGISTRY OR REGISTRY-QUALIFYING SITES IDENTIFIED WITHIN THE SEARCH AREA**

**Map Identification Number 1**

Site Concern Level: Medium

**POUND RIDGE CLEANERS**  
72 WESTCHESTER AVENUE

POUND RIDGE, NY

**Facility Id: 3-022**  
TT-Id: 180A-0004-313

**MAP LOCATION INFORMATION**

Site location mapped by: MANUAL MAPPING (3)  
Approximate distance from property: Onsite – Within Search Area

**ADDRESS CHANGE INFORMATION**

Revised street: NO CHANGE  
Revised zip code: NO CHANGE

This facility has been deleted from the reported data. Data reflects last reported information.

\*\*\*\*\*

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
DIVISION OF HAZARDOUS WASTE REMEDIATION  
INACTIVE HAZARDOUS WASTE DISPOSAL REPORT  
REGION: 3

NAME OF SITE: Pound Ridge Cleaners  
STREET ADDRESS: 72 Westchester Avenue  
TOWN/CITY: Pound Ridge COUNTY: Westchester

Registry Qualifying Investigations Underway as of 10/1998

**Map Identification Number 2**

Site Concern Level: High

**POUND RIDGE CLEANERS**  
72 WEST CHESTER AVE

POUND RIDGE, NY 10576-

**Facility Id: 360047**  
TT-Id: 120A-0008-716

**MAP LOCATION INFORMATION**

Site location mapped by: MANUAL MAPPING (3)  
Approximate distance from property: Onsite – Within Search Area

**ADDRESS CHANGE INFORMATION**

Revised street: 72 WESTCHESTER AVE  
Revised zip code: 10576

\*\*\*\*\*

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
DIVISION OF ENVIRONMENTAL REMEDIATION  
INACTIVE HAZARDOUS WASTE DISPOSAL SITE INFORMATION

CLASSIFICATION CODE: P  
CLASSIFICATION CODE DESCRIPTION:  
Potential site

REGION: 3

SITE CODE: 360047  
DEC ID: 56088

NAME OF SITE: Pound Ridge Cleaners  
STREET ADDRESS: 72 West Chester Ave  
CITY: Pound Ridge

ZIP: 10576-

TOWN: Pound Ridge  
COUNTY: Westchester

SITE TYPE: Dump- Structure- Lagoon- Landfill- Treatment Pond-

ESTIMATED SIZE:

INSTITUTIONAL/ENGINEERING CONTROLS:  
None reported

CROSS REFERENCES:  
None reported

SITE OWNER/OPERATOR/REPOSITORY INFORMATION:

CURRENT OWNER(S):

NAME: N/A  
Stephanie Q. Degraff  
ADDRESS: 4606 13th Place  
Vero Beach, FL 32960

OWNER(S) DURING DISPOSAL:

OPERATOR(S) DURING DISPOSAL:

HAZARDOUS WASTE DISPOSAL PERIOD:

SITE DESCRIPTION:

Low levels of solvent contamination were identified near the Pound Ridge Cleaners in Scott's corners. In July of 1993 a tap water sample from the cleaners was found to contain low levels of PCE and MTBE. Seven additional tap water samples were collected in the area. MTBE was found at 4 more businesses at levels ranging from 1.5 to 15.2. The septic tank at the cleaners was sampled and found to contain toluene which was also identified at levels below standards in the tap water samples. The source of the contamination in the area has not been identified.

CONFIRMED HAZARDOUS WASTE DISPOSED:

None reported



ASSESSMENT OF ENVIRONMENTAL PROBLEMS:

Westchester County Health Department had found petroleum-contaminated drinking water wells in the Hamlet of Scotts Corners in the Town of Pound Ridge. The drinking water at the Pound Ridge Dry cleaners contained low levels of PCE. Other wells in the area were also contaminated, primarily with MTBE, as a result of the unrelated petroleum release. The dry cleaners was listed as a P site and the MTBE problem was addressed by the Spill Response action. A public water system was installed to service the homes affected by the petroleum contamination. A filter was placed on the well servicing the dry cleaner. Two soil samples were collected behind the dry cleaner found to contain PCE at levels of 20 ppb and 19 ppb, well below the Soil Cleanup Objective for PCE. The drinking water supply at the dry cleaner has been sampled several times since July 1993 when the problem was first discovered. The water contained PCE in the range of 1.3 ppb to 13 ppb.

ASSESSMENT OF HEALTH PROBLEMS:

As information for this site becomes available, it will be reviewed by the NYSDOH to determine if site contamination presents public health exposure concerns.

PROJECT COMPLETIONS:

Operable Unit 01 - POUND RIDGE CLEANERS

PROJECT	DESCRIPTION	END DATE	STATUS
Site Characterization		01/01/1999	Actual

The New York State Department of Environmental Conservation has not publicly updated the following fields since 2003:

ANALYTICAL DATA AVAILABLE FOR:	Air-	Surface Water-	Groundwater-	Soil-	Sediment-
APPLICABLE STANDARDS EXCEEDED IN:	Groundwater-	Drinking Water-	Surface Water-	Air-	

GEOTECHNICAL INFORMATION:

SOIL/ROCK TYPE:  
GROUNDWATER DEPTH:

LEGAL ACTION:	Type:	State-	Federal-
STATUS:	Negotiation in Progress-	Order Signed-	
REMEDIAL ACTION:	Proposed- Under Design-	In Progress-	Completed-
NATURE OF ACTION:			

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**APPENDIX K**  
**PRESSURE CALCULATION**

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## Water District Pressure Calculations

High Water Level (HWL) at Pound Ridge Golf Club Tank = 590'

Minimum Elevation at High Ridge Road = 378'

(Approx. 300 ft. South of Upper Shad Road and High Ridge Road intersection)

Minimum Elevation at Westchester Avenue = 370'

(Approx. 350 ft. southwest from Scotts Corners eastern boundary)

Minimum Elevation at Upper Shad Road = 374'

(Approx. 200 ft. southwest of wetland crossing)

### **Maximum Operating Pressures**

- High Ridge Road  
 $(590' - 378') / 2.31 = 92 \text{ psi}$
- Westchester Avenue  
 $(590' - 370') / 2.31 = 96 \text{ psi}$
- Upper Shad Road  
 $(590' - 374') / 2.31 = 94 \text{ psi}$

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**APPENDIX L**  
**CAPACITY DEVELOPMENT EVALUATION FORM**

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# CAPACITY DEVELOPMENT PROGRAM

## TECHNICAL, MANAGERIAL, AND FINANCIAL EVALUATION CRITERIA FOR: COMMUNITY PUBLIC WATER SYSTEMS

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**SYSTEM NAME:** Scotts Corners Water District  
**COUNTY:** Westchester **PWSID #:** Pending  
**COMPLETED BY:** Laberge Group **DATE:** 4/19/2024

---

### Technical Capacity

#### A. System Infrastructure

1. Does the system have as-built plans, drawings, or maps of its facilities including source, treatment, storage, and distribution?

Yes  No  Not Applicable

If the system lacks certain plans, please specify:

No existing system, new public water system is proposed. Many of the responses below  
assume the Town will implement the necessary actions upon the formation of the  
district.

2. Does the system have exact location measurements of all main valves and service shut-offs?

Yes  No  Not Applicable

3. Can the system's pumping, storage and distribution facilities meet current normal and peak demands and required distribution pressures?

Yes  No  Not Applicable

4. Does the system have a water conservation plan?

Yes  No  Not Applicable

5. Are all customers on the water system metered?

Yes  No  Not Applicable

6. Is the system equipped with "master" meters that measure the amount of water the system produces or purchases for each source of water?

Yes  No  Not Applicable

**B. Source Water Evaluation**

1. Does the system have a copy of its Source Water Assessment?

Yes       No       Not Applicable

2. Has a yield analysis been done for the system's source?

Yes       No       Not Applicable

3. Does the system have a description of the existing source-pumping capacity and the system's raw and finished water storage capacity?

Yes       No       Not Applicable

4. For groundwater systems, does your system have a wellhead protection program in place?

Yes       No       Not Applicable

**C. Technical Knowledge**

1. Has an evaluation of the water system facilities been conducted with respect to its ability to reliably meet current and proposed State and Federal drinking water regulations?

Yes       No       Not Applicable

If system can't meet regulations, please specify:

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2. Does the system have monthly water production records or treatment records that show daily and monthly water production for each source used by the system?

Yes       No       Not Applicable

3. Has an evaluation been conducted to document the condition and remaining service life of existing facilities?

Yes       No       Not Applicable

4. Has the system been cited within the past two years for failing to sample and report test results?

Yes       No       Not Applicable

5. Has the system been cited within the past two years for operating deficiencies as a result of a sanitary survey or other inspection conducted by the DOH?

Yes       No       Not Applicable

6. If you answered "Yes" to Questions 4 or 5, has corrective action been taken to correct all deficiencies?

Yes       No       Not Applicable

**D. Certified Operators**

1. Does the water system have a certified water operator(s) and designated an operator in responsible charge?

Yes       No

2. If the water system does not have a state-certified water treatment operator, or lacks the necessary number of operators to safely and reliably operate the system, does the system have a plan to acquire the services of a (additional) state-certified operator?

Yes       No       Not Applicable

**Managerial Capacity**

**A. Staffing and Organization**

\*Staffing and organization will be determined by the Town upon the formation of the district.

1. What type of training/continuing education did system personnel attend within the last two years (please specify)?

N/A

2. Who is responsible for policy and operational decisions for the water system (*name and title*)?

3. Who is responsible for ensuring compliance with state regulatory requirements (*name and title*)?

4. Who is responsible for approving expenditures (*name and title*)?

5. *For systems that contract for system operation or management:* Does the system have a valid (signed) contract that summarizes the duties and responsibilities the contractor must provide to the system?

Yes       No       Not Applicable

**B. Ownership**

1. *If the system is under temporary ownership, has a future owner been found for the water system?*

Yes       No       Not Applicable

If "Yes", who will the future owner be?

---

2. *For systems that use, but do not own, land or facilities that are essential to water system operation: Is there a valid long-term contract (i.e., lease) between the water system and the owner of the land or facilities essential to the operation of the system?*

Yes       No       Not Applicable

3. *For systems with a single proprietor: Does the system have a contingency plan for continuing system operation in the event the owner becomes incapable of carrying out his/her responsibilities?*

Yes       No       Not Applicable

**C. Consolidation/Restructuring**

1. Has the system examined the feasibility of:  
a) Incorporating with an existing water system in the immediate proximity?

Yes       No       Not Applicable

- b) Selling ownership to an existing water system?

Yes       No       Not Applicable

- c) Contracting for the management or operation of the system with an existing system or satellite management/operations agency?

Yes       No       Not Applicable

**D. Emergency/Disaster Response Plans**

1. Has the system developed an Emergency Response Plan?

Yes       No       Not Applicable

2. Does the Emergency Response Plan:

- a) Designate responsible personnel in the event of an emergency?

Yes       No       Not Applicable

b) Provide for emergency phone and radio capabilities?

Yes       No       Not Applicable

c) Describe public and health department notification procedures?

Yes       No       Not Applicable

3. Does the system have any emergency contract agreements under which it operates (e.g., emergency water interconnections and alternative sources)?

Yes       No       Not Applicable

#### E. Water System Policies

1. Does the system have a *written* System Operations Manual or Policy?

Yes       No       Not Applicable

#### F. Record Keeping

1. Does the system keep water utility records including: financial, regulatory, facility, operations and maintenance, data quality, Annual Water Quality Reports, and correspondence with the NYS Department of Health and/or local Health Departments (and where appropriate, the NYSPSC)?

Yes       No       Not Applicable

### Financial Capacity

#### A. Budget Projection – Revenues and Expenses

\*Budget information will be determined by the Town upon the formation of the district.

1. Does the system have a water budget?

Yes       No       Not Applicable

2. Are the system's annual water revenues sufficient to cover the annual water expenses as well as anticipated capital improvements?

Yes       No       Not Applicable

3. Are the system's water rates, when combined with other revenue sources, sufficient to cover all listed expenditures for the water system?

Yes       No       Not Applicable

4. Does the system retain budget information for at least two years?

Yes       No       Not Applicable

**B. Reserves**

1. Does the system have a reserve account (or funds within a reserve account) dedicated to:

a) Financing the emergency replacement of critical facilities in the event of their failure?

Yes       No       Not Applicable

b) The maintenance of cash flow in the event of an unexpected funding shortfall?

Yes       No       Not Applicable

2. If the system has a reserve account, how does it determine the amount to put into the account?

\_\_\_ Fixed Amount \_\_\_ Percentage of Revenues \_\_\_ Percentage of Expenses  
\_\_\_ Other (please specify) \_\_\_\_\_

3. If the system has a reserve account, what type(s) of reserve account(s) does it have?

\_\_\_ Operation and Maintenance \_\_\_ Capital Projects \_\_\_ Debt Service  
\_\_\_ Other (please specify) \_\_\_\_\_

**C. Capital Improvement Plan**

1. How do you finance operation and maintenance costs (Check all that apply)?

Rates collected from ratepayers      \_\_\_ Rental fees  
\_\_\_ Other business revenue      \_\_\_ Personal capital  
\_\_\_ Surcharges      \_\_\_ Reserve account  
\_\_\_ Other (Please specify) \_\_\_\_\_

2. How did you finance your LAST major repair or improvement?

\_\_\_ Commercial bank loan      \_\_\_ Bonds  
\_\_\_ DWSRF      \_\_\_ Other State or federal loan/grant program  
\_\_\_ Surcharge      \_\_\_ Personal Capital  
\_\_\_ Reserve Account      \_\_\_ Revenue from other business  
\_\_\_ Other (Please specify) \_\_\_\_\_ N/A

3. What options do you have for financing your NEXT major repair or improvement?

Commercial bank loan       Bonds  
 DWSRF       Other State or federal loan/grant program  
 Surcharge       Personal Capital  
 Reserve Account       Revenue from other business  
 Other (Please specify) \_\_\_\_\_

**D. Water System Rates**

1. Does the water system management review user fee, user charge, or rate system at least once every two years?

Yes       No       Not Applicable

2. What is the frequency of billing (e.g., 12, 6, or 4 times per/year)? 1 times/year

3. Where applicable, what are the system's water rates?  
Purchasing from Aquarion: \$5.66/gal for the first 314,000 gals, \$2.79/gal for additional usage

4. What are rates based on?

Capital Improvement Plan and Annual Budget  
 Annual Budget Only  
 Cash on Hand  
 Last year's expenses  
 Not sure  
 Other (Please specify \_\_\_\_\_)

5. What was the date of the last rate increase? - Not sure

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**APPENDIX M**  
**SMART GROWTH ASSESSMENT FORM**

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# Smart Growth Assessment Form

This form should be completed by an authorized representative of the applicant, preferably the project engineer or other design professional.<sup>1</sup>

## Section 1 – General Applicant and Project Information

Applicant: Town of Pound Ridge

Project No.:

Project Name: Scotts Corners Water District

Is project construction complete?  Yes, date:  No

Please provide a brief project summary in plain language including the location of the area the project serves:

The Scotts Corners Water District consists of approximately 13,000 linear feet of 8-inch water main to connect the district to the existing Aquarion water main on High Ridge Road. This will eliminate the use of private wells and the contaminated groundwater in the area. The project will serve approximately 39 parcels.

## Section 2 – Screening Questions

### A. Prior Approvals

1. Has the project been previously approved for Environmental Facilities Corporation (EFC) financial assistance?  Yes  No
2. If yes to A(1), what is the project number(s) for the prior approval(s)? Project No.:
3. If yes to A(1), is the scope of the previously-approved project substantially the same as the current project?  Yes  No

**If your responses to A(1) and A(3) are both yes, please proceed to Section 5, Signature.**

### B. New or Expanded Infrastructure

1. Does the project involve the construction or reconstruction of new or expanded infrastructure?  Yes  No

Examples of new or expanded infrastructure include, but are not limited to:

- (i) The addition of new wastewater collection/new water mains or a new wastewater treatment system/water treatment plant where none existed previously;
- (ii) An increase of the State Pollutant Discharge Elimination System (SPDES) permitted flow capacity for an existing wastewater treatment system; and OR

<sup>1</sup> If project construction is complete and the project was not previously financed through EFC, an authorized municipal representative may complete and sign this assessment.

- (iii) An increase of the permitted water withdrawal or the permitted flow capacity for the water treatment system such that a Department of Environmental Conservation (DEC) water withdrawal permit will need to be obtained or modified, or result in the Department of Health (DOH) approving an increase in the capacity of the water treatment plant.

**If your response to B(1) is no, please proceed to Section 5, Signature.**

### **Section 3 –Smart Growth Criteria**

Your project must be consistent with all relevant Smart Growth criteria. For each question below please provide a response and explanation.

1. Does the project use, maintain, or improve existing infrastructure?

Yes     No

Explain your response:

The project intends on connecting to the existing Aquarion public water system on High Ridge Road as its source of potable water.

2. Is the project located in a (1) municipal center, (2) area adjacent to a municipal center, or (3) area designated as a future municipal center, as such terms are defined herein (please select one response)?

Yes, my project is located in a municipal center, which is an area of concentrated and mixed land uses that serves as a center for various activities, including but not limited to: central business districts, main streets, downtown areas, brownfield opportunity areas (see [www.dos.ny.gov](http://www.dos.ny.gov) for more information), downtown areas of local waterfront revitalization program areas (see [www.dos.ny.gov](http://www.dos.ny.gov) for more information), areas of transit-oriented development, environmental justice areas (see [www.dec.ny.gov/public/899.html](http://www.dec.ny.gov/public/899.html) for more information), and hardship areas (projects that primarily serve census tracts or block numbering areas with a poverty rate of at least twenty percent according to the latest census data).

Yes, my project is located in an area adjacent to a municipal center which has clearly defined borders, is designated for concentrated development in the future in a municipal or regional comprehensive plan, and exhibits strong land use, transportation, infrastructure, and economic connections to an existing municipal center.

Yes, my project is located in an area designated as a future municipal center in a municipal or comprehensive plan and is appropriately zoned in a municipal zoning ordinance

No, my project is not located in a (1) municipal center, (2) area adjacent to a municipal center, or (3) area designated as a future municipal center.

Explain your response and reference any applicable plans:

The project is the hamlet of Scotts Corners within the Town of Pound Ridge. The Scotts Corners business corridor along Westchester Avenue is directly in the center of the proposed water district.

3. Is the project located in a developed area or an area designated for concentrated infill development in a municipally-approved comprehensive land use plan, local waterfront revitalization plan, and/or brownfield opportunity area plan?

Yes No

Explain your response and reference any applicable plans:

The water district consists of all developed properties, mostly commercial and residential apartments, with only two vacant parcels.

4. Does the project protect, preserve, and enhance the State's resources, including surface and groundwater, agricultural land, forests, air quality, recreation and open space, scenic areas, and significant historic and archaeological resources?

Yes No

Explain your response:

Yes, the project will eliminate the use of contaminated groundwater for drinking water within the district. This will also eliminate the discharge of this contaminated groundwater into the septic systems, which then reenters the watershed.

5. Does the project foster mixed land uses and compact development, downtown revitalization, brownfield redevelopment, the enhancement of beauty in public spaces, the diversity and affordability of housing in proximity to places of employment, recreation and commercial development, and the integration of all income and age groups?

Yes No

Explain your response:

The project will allow users to increase their water use capacity without the installation of extensive treatments systems.

6. Does the project provide mobility through transportation choices including improved public transportation and reduced automobile dependency?

Yes No N/A

Explain your response:

7. Does the project involve coordination between State and local government, intermunicipal planning, or regional planning?

Yes No

Explain your response and reference any applicable plans:

The project will involve coordination between the Town and Aquarion Water Company for the purchase of treated water.

8. Does the project involve community-based planning and collaboration?

Yes No

Explain your response and reference any applicable plans:

The Village will collaborate with the community to transition from their private wells to a public water connection.

9. Does the project support predictability in building and land use codes?

Yes No N/A

Explain your response:

Building and land use codes are not expected to change upon the installation of the water system.

10. Does the project promote sustainability by adopting measures such as green infrastructure techniques, decentralized infrastructure techniques, or energy efficiency measures?

Yes No

Explain your response and reference any applicable plans:

The public water system will be installed in lieu of extensive individual treatment systems within each property, thus saving the energy costs of the operation related to these

11. Does the project mitigate future physical climate risk due to sea-level rise, storm surges, and/or flooding, based on available data predicting the likelihood of future extreme weather events, including hazard risk analysis data, if applicable?

Yes No

Explain your response and reference any applicable plans:

The project eliminates the use of groundwater through private wells for use.

**Section 4 – Miscellaneous**

1. Is the project expressly required by a court or administrative consent order?  Yes  No

If yes, and you have not previously provided the applicable order to EFC/DOH, please submit it with this form.

**Section 5 – Signature**

By signing below, you agree that you are authorized to act on behalf of the applicant and that the information contained in this Smart Growth Assessment is true, correct and complete to the best of your knowledge and belief.

Applicant: Town of Pound Ridge	Phone Number:
Name and Title of Signatory:	
Signature:	Date:

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**APPENDIX N**  
**ENGINEERING REPORT CERTIFICATION**

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## **Engineering Report Certification**

To Be Provided by the Professional Engineer Preparing the Report

During the preparation of this Engineering Report, I have studied and evaluated the cost and effectiveness of the processes, materials, techniques, and technologies for carrying out the proposed project or activity for which assistance is being sought from the New York State Clean Water State Revolving Fund. In my professional opinion, I have recommended for selection, to the maximum extent practicable, a project or activity that maximizes the potential for efficient water use, reuse, recapture, and conservation, and energy conservation, taking into account the cost of constructing the project or activity, the cost of operating and maintaining the project or activity over the life of the project or activity, and the cost of replacing the project and activity.

**Title of Engineering Report: Scotts Corners Water District**

**Date of Report: April 2024**

**Professional Engineer's Name: Ronald J. Laberge, P.E., Vice President, Laberge Group**

**Signature:**

**Date:**

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**APPENDIX O**  
**PRELIMINARY OPINION OF COST**

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**TOWN OF POUND RIDGE  
WESTCHESTER COUNTY, NEW YORK**

**SCOTTS CORNERS WATER DISTRICT  
PRELIMINARY OPINION OF COST**

**APRIL 2024**

**CONSTRUCTION COSTS**

<u>ITEM DESCRIPTION</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>UNIT PRICE (\$)</u>	<u>TOTAL (\$)</u>
<b><u>Distribution System Improvements</u></b>				
6-inch D.I.P. Water Pipe & Fittings	LF	350	350	122,500
8-inch D.I.P. Water Pipe & Fittings	LF	13,000	200	2,600,000
10-inch HDPE Water Pipe & Fittings, Directional Drilling	LF	720	250	180,000
6-inch Gate Valves and Valve Boxes	EA	36	3,500	126,000
8-inch Gate Valves and Valve Boxes	EA	23	5,800	133,400
Type "A" Water Service Connection with Curb Stop	EA	16	4,600	73,600
Type "C" Water Service Connection with Curb Stop	EA	30	7,000	210,000
Water Service Meter (Materials Only)	EA	40	600	24,000
Hydrant Units	EA	35	12,000	420,000
Driveway Restoration - Gravel	CY	20	125	2,500
Driveway Restoration - Asphalt	SY	100	200	20,000
1.5-inch Top Course Asphalt	SY	5,500	30	165,000
3-inch Binder Course Asphalt	SY	5,500	40	220,000
12-inch Subbase	CY	1,800	130	234,000
Sidewalk Restoration	SY	100	180	18,000
Curb Restoration	LF	150	100	15,000
Rock Excavation	CY	600	410	246,000
Pavement Markings	LF	6,000	10	60,000
Select Bedding and Backfill	CY	2,200	70	154,000
Water Meter Pit	LS	1	275,000	275,000
Chlorination Building and Equipment	LS	1	350,000	350,000
Traffic Control	LS	1	180,000	180,000
			<b>SUBTOTAL =</b>	<b>5,829,000</b>
			<b>SAY =</b>	<b>6,000,000</b>

**NON-CONSTRUCTION COSTS**

Engineering (Design, Survey, Permitting)	960,000
Construction Administration & Observation	840,000
Local Counsel	20,000
Bond Counsel	20,000
Fiscal Advisor	25,000
Land Acquisition & Easements	450,000

**TOTAL NON-CONSTRUCTION COST = 2,315,000**

**CONTINGENCY (30%) = 2,494,500**

**TOTAL OPINION OF PROBABLE PROJECT COST = 10,809,500**

**SAY TOTAL = 10,810,000**

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**Town of Pound Ridge  
Receiver of Taxes**

**MEMORANDUM**

To: Town Board  
From: Drifa Segal  
Date: 4/23/2024  
Re: 2024 NYSATRC Conference

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I respectfully request authorization to attend the NYS Association of Tax Receivers 2024 Training Seminar this June in Lake George not to exceed \$1200. The training runs from Sunday June 9th through Wednesday June 12, 2024. The cost stated above includes NYSATRC membership fee, conference registration fee, car mileage reimbursement, partial food cost, and hotel stay. This is a budgeted item.

Thank you.

Drifa Segal  
Receiver of Taxes – Pound Ridge

NEW YORK STATE  
ASSOCIATION OF TAX RECEIVERS AND COLLECTORS  
APPLICATION FOR MEMBERSHIP CALENDAR YEAR 2024

Please Fill Out COMPLETELY and RETURN Entire Application WITH PAYMENT.  
Type or PRINT CLEARLY  
Form must be completed and include payment to be processed

CHECKS PAYABLE TO: NYSATRC MEMBERSHIP

MAIL TO: Amy Neumann, Membership Chair  
NYSATRC Membership  
PO Box 181  
Leicester, NY 14481  
Phone: (585) 259-5029 Leave Message  
Email: [leitownclerk@gmail.com](mailto:leitownclerk@gmail.com)

Name of Municipality \_\_\_\_\_  
County \_\_\_\_\_  
Name: \_\_\_\_\_  
Office Mailing Address: \_\_\_\_\_  
City \_\_\_\_\_, State \_\_\_\_\_, Zip Code \_\_\_\_\_  
Telephone \_\_\_\_\_ Ext. \_\_\_\_\_  
Fax \_\_\_\_\_  
E-mail address \_\_\_\_\_  
Number of Years as Receiver/Collector \_\_\_\_\_ Village \_\_\_\_\_ Town \_\_\_\_\_ School \_\_\_\_\_  
New Member: \_\_\_\_\_ or Renewal: \_\_\_\_\_

**APPLICATION MUST ACCOMPANY YOUR CHECK \*\*ALL CHECKS RECEIVED WITH INCORRECT PAYMENT AMOUNT WILL BE RETURNED AND WILL CAUSE A DELAY IN PROCESSING YOUR APPLICATION.**

Each Membership Requires a Separate Application but more than one membership can be included in your check.

**PLEASE CHECK ONLY ONE CATEGORY AND SEND THE APPROPRIATE ANNUAL DUES**

Tax Receiver \_\_\_\_\_ Tax Collector \_\_\_\_\_ Town Clerk/ Tax Collector/Receiver  
\_\_\_\_\_ School Tax Collector \_\_\_\_\_ Deputy Receiver / Deputy Collector \_\_\_\_\_ County Treasurer (Non-Voting)

**\$25.00 Annual Dues for ALL Titles above this line.**

\_\_\_\_\_ Social (Retirees Only) (non-voting) **\$10.00 Annual Dues**

\_\_\_\_\_ Business (non-voting) **\$50.00 Annual Dues**

**PLEASE FILL IN THE ABOVE PORTION AND PROMPTLY RETURN WHOLE FORM WITH EACH DUES**

**MEMBERSHIP CHAIR USE ONLY BELOW THIS LINE**

District # \_\_\_\_\_ Check # \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/2024  
Membership Card Sent to NYSATRC Member \_\_\_\_\_  
Deposit Date \_\_\_\_/\_\_\_\_/2024 \_\_\_\_\_ Sent to Treasurer \_\_\_\_/\_\_\_\_/2024



# 2024 Training Seminar Registration Form

## **New York State Association of Tax Receivers & Collectors Fort William Henry Lake George, NY June 9 – 12, 2024**

**2024 Sessions include** Legal/Legislative updates, Working with Assessors, Active Shooter Training, TSOs. Additional topics and details are available on our website. [NYSATRC.COM](http://NYSATRC.COM)

**Seminar Registration:** Registration is open to 2024 paid members of NYSATRC. If you are not currently a member, please send in your annual dues, along with the membership form (download at [www.nysatrc.com](http://www.nysatrc.com)) to Amy Neumann, NYSATRC Membership Chair, PO Box 181, Leicester, NY 14481

**Seminar Registration Form:** This registration is \$100.00 for attendance at the Training Seminar and \$45.00 for an optional dinner cruise on Monday night, June 10th. **Deadline is May 10, 2024.** **Hotel Reservations** are to be made directly with the Fort William Henry Hotel. The hotel registration form is available online at NYSATRC.COM under the “Downloadable Forms tab”.

**Special Dinner:** An optional Monday night dinner cruise on Lake George at a reduced price of \$45. This needs to be paid at the time of registering.

Commuter meals can be purchased at the hotel if you plan on joining us for Breakfast(s), Lunch(es), and/or Tuesday’s Gala Dinner.

**Mail this: 1) completed form. 2) payment of \$100 plus \$45 for the Dinner Cruise on Monday night on the Lac du Saint Sacrement on Lake George (these are per person) payable to NYSATRC and mail to:**

**Jamiee Ross, Tax Collector – Town of Thurman  
748 Glen Athol, Warrensburg, NY 12885**

(Must be a paid-in-full 2024 NYSATRC member – forms available on our website)

***Please print clearly!***

**Attendee Name** \_\_\_\_\_ **Title** \_\_\_\_\_

**Town** \_\_\_\_\_ **Companion Name** \_\_\_\_\_  
(For Cruise)

**Address** \_\_\_\_\_ **County** \_\_\_\_\_

**City, State, Zip** \_\_\_\_\_

**Daytime Phone ( )** \_\_\_\_\_ **Cell Phone ( )** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Confirmation will be sent to your email address**

**Cancellations received at least ten days before the event will be refunded, less a \$25.00 processing fee.**

**For updates on the June seminar and additional forms, please visit the website at [www.nysatrc.com](http://www.nysatrc.com)**



## *New York State Association of Tax Receivers & Collectors*

### Training Seminar June 9-12, 2024

Celebrate our 50th year as your NYS Association of Tax Receivers and Collectors. The beautiful Fort William Henry Hotel will be our home base.

Please remember that you must be a member in good standing with NYSATRC to attend the Training Seminar in June.

#### **PRICING for 2024**

Single Occupancy \$594.40

Double Occupancy \$814.80 (\$407.40 per person)

**Arrival Date:** Sunday, June 9, 2024, after 4 pm

**Departure Date:** Wednesday, June 12, 2024.

#### **Package Price Includes:**

- Welcome Reception - Sunday evening (cash bar)
- Breakfast - Monday, Tuesday, and Wednesday
- A.M. & P.M. Breaks - Monday & Tuesday
- Lunch - Monday and Tuesday
- Dinner Reception - Tuesday evening (cash bar)
- Dinner is on your own on Sunday and Monday

**All Registration Forms must be received by Thursday, May 9, 2024**



**New York State Association of Tax Receivers & Collectors**  
2024 Hotel Registration Form  
Sunday, June 9<sup>th</sup> – Wednesday, June 12<sup>th</sup>

First & Last Name: \_\_\_\_\_ Additional Guest: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_  
Arrival Date: \_\_\_\_\_ Depart. Date: \_\_\_\_\_ Number of Adults \_\_\_\_\_

**\*Packages are priced per person and include: \***

Overnight accommodations for three nights, Welcome Reception, three Breakfast, two Lunch, two Morning Breaks, two Afternoon Breaks and a Buffet Dinner.

*Package does not include current local & NYS taxes (currently at 11%)*

<b>Package 1</b>
<b>\$590.40 - Single Occupancy</b>
<input type="checkbox"/> <b>One King Bed – limited</b>
<input type="checkbox"/> <b>Two Queen Beds</b>

<b>Package 2</b>
<b>\$814.80 - Double Occupancy (or \$407.40 per person)</b>
<input type="checkbox"/> <b>One King Bed – limited</b>
<input type="checkbox"/> <b>Two Queen Beds</b>

Special Room Requests: \_\_\_\_\_  
*(Requests will be made based on availability)*

I understand that the credit card provided will be charged for tax unless a tax-exempt form has been provided for the reservation. **TAX EXEMPT FORM MUST ACCOMPANY THIS HOTEL REGISTRATION FORM WHEN SUBMITTED.** Additionally, I understand that a \$150 deposit will be taken at the time of making this reservation on the credit card listed below. The remaining charges will be processed on the day of arrival and an additional card, unless this card is authorized, will be taken for any incidental charges incurred during the guest's stay. All forms must be received by May 9, 2024 for guarantee of reservation and meals. Cancellations within 3 days of arrival will incur a \$150 late cancellation charge. Please email this form to [christinep@fortwilliamhenry.com](mailto:christinep@fortwilliamhenry.com) or fax to 518-964-6687. If using USPS, please mail to the address below with the Attention To: Christine Proctor.

Credit Card Number: \_\_\_\_\_ Exp: \_\_\_\_/\_\_\_\_

Signature of Card Holder: \_\_\_\_\_

**\*Reservations received after the cutoff date will be made based on date and rate availability\***

**Please Note: Telephone Reservations Will Not Be Accepted**

**Hotel Address: 48 Canada Street – Lake George, NY 12845**  
**Website: [www.fortwilliamhenry.com](http://www.fortwilliamhenry.com)**



179 Westchester Ave, Pound Ridge, NY 10576 to Drive 183 miles, 2 hr 57 min  
Fort William Henry Hotel & Conference Center, 48 Canada St, Lake George, NY 12845

179 Westchester Ave  
Pound Ridge, NY 10576

▲ This route has tolls.

**Get on I-684 N in Bedford from NY-137 N, 309 and NY-22 N**

18 min (9.5 mi)

- ↑ 1. Head east
- ↪ 2. Turn right toward Westchester Ave 30 ft
- ↪ 3. Turn right onto Westchester Ave 194 ft
- ↪ 4. Turn right onto NY-124 N/NY-137 N 0.2 mi
- ↶ 5. Slight left onto NY-137 N 0.9 mi
- ↪ 6. Turn right onto NY-121 N 2.9 mi
- ↶ 7. Turn left onto 309/Pea Pond Rd 0.5 mi
- ↶ 8. Slight left to stay on 309/Pea Pond Rd 1.4 mi
- ⓘ Continue to follow 309
- ↑ 9. Continue onto Girdle Ridge Rd 1.1 mi
- ⤴ 10. Merge onto NY-22 N 272 ft
- ↶ 11. Turn left onto NY-35 W 1.8 mi
- ⤴ 12. Turn right to merge onto I-684 N toward Brewster 0.3 mi
- 0.2 mi

**Continue on I-684 N. Take I-84, Taconic State Parkway, I-90 W and I-87 N to NY-9N N/State Hwy 9N N in Lake George.**

**Take exit 21 from I-87 N**

2 hr 40 min (172 mi)

- ⤴ 13. Merge onto I-684 N
- ↪ 14. Take exit 9W for I-84 W toward Newburgh 10.2 mi
- 0.3 mi

# Memo

To: Town Board  
From: Drifa Segal  
Date: 4/30/2024  
Re: REFUND

---

Please authorize the Finance Director to refund the below over payment. See attached claim voucher and documentation.

**REFUND TOTAL: \$1,671.86**

**Overpayment:**

9456-6	JWOLF HOME LLC	\$1671.86
--------	----------------	-----------

# CLAIM

**TOWN OF POUND RIDGE**  
**POUND RIDGE NY 10576**



**PURCHASE ORDER NO.:**  
**DATE: 4/30/2024**

**CLAIMANT'S  
 NAME  
 AND  
 ADDRESS**

JWOLF HOME LLC 4515 GREYSTONE AVE BRONX, NY 10471  Parcel: 9820-32 2024 Town/County
--

**VENDOR #:**

APPROPRIATION	AMOUNT	VOUCHER #
	\$1,671.86	
<b>TOTAL</b>	<b>\$1,671.86</b>	

DATES	DESCRIPTION OF MATERIALS OR SERVICES	QUANTITY	UNIT PRICE	AMOUNT
4/30/2024	Overpayment of 2024 Town/County bill 1517	1		\$1,671.86
	* Please see attached documentation			
	PLEASE INCLUDE COPY OF CLAIM FORM WITH REFUND CHECK			
			<b>TOTAL</b>	<b>\$1,671.86</b>

I, **Drifa Segal**, certify that the above account in the amount of **\$1,671.86** is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

4/30/2024  
date

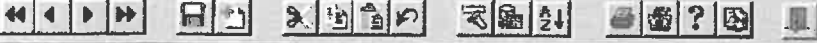
signature

Receiver of Taxes  
title

**SPACE BELOW FOR TOWN USE**

DEPARTMENT APPROVAL	
The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.	
4/30/2024 date	 authorized official

APPROVAL FOR PAYMENT
This claim is approved and ordered paid from the appropriations indicated above.



Header | Ledger | Attachments | Exemptions | Memo | Owner History | Payor History | User Def | History

Bill No: 2024 01 1517 District: 554600 Parcel ID: 9820-92- Bank Code:  
 Owner: JWOLF HOME LLC Location: 259 WESTCHESTER AVE  
 Acct No: 19

View: Detail Penalty Date: 04/30/2024 Show Adjust

Inst	Due Date	Purpose Desc	Type	Trans Date	Amount N	
1	04/30/2024	COUNTY TAX - 2024	CHG	03/22/2024	2,726.84	Adj
1	04/30/2024	TOWN TAX FOR 2024	CHG	03/22/2024	2,895.18	Adj
1	04/30/2024	POUND RIDGE FIR	CHG	03/22/2024	372.88	Adj
1	04/30/2024	LIBRARY DISTRIC	CHG	03/22/2024	333.24	Adj
1	04/30/2024	COUNTY TAX - 2024	PAYMT	04/30/2024	-2,726.84	Adj
1	04/30/2024	POUND RIDGE FIR	PAYMT	04/30/2024	-372.88	Adj
1	04/30/2024	LIBRARY DISTRIC	PAYMT	04/30/2024	-333.24	Adj
1	04/30/2024	TOWN TAX FOR 2024	PAYMT	04/30/2024	-2,895.18	Adj
1	04/30/2024	OVRPY	PAYMT	04/30/2024	-1,671.86	Adj
						Adj
						Adj
						Adj

Batch No:	M043024B
Rec/Ref No:	180148
Check/Ref No:	1100
Post Tr No:	356737
Post Tr Seq:	13
Due Date Tot:	-1,671.86
Inst Total:	-1,671.86
Trans No:	273716
Trans Seq:	2

Bill Total: -1,671.86

Sort By: Ascending  Suppress Zero Balance Due Dates Search

*REFUND OVERPAYMENT TO OWNER*

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle  
**Cc:** Highway Superintendent Vinnie Duffield  
**Date:** April 30, 2024  
**Re:** Request to amend Highway bid awards

---

At the request of the Highway Superintendent, I am asking that you amend two Highway bid awards for 2024-25:

**1. Four-yard single-stream recycling container with weekly pickup**

The bid was awarded to CRP at a rate of \$95/month, but CRP declined to accept. The Highway Superintendent recommends that you award the bid to the only other vendor who submitted a bid – City/Win-Waste, at a rate of \$135/month.

**2. Road sand**

The bid was awarded to Thalle at a price of \$34.00/ton delivered; however, due to an oversight, a lower bid was overlooked. Fortunately, bid award letters had not yet been sent out when the error was discovered. The Highway Superintendent recommends that you award the bid to Red Wing at a price of \$30.00/ton delivered.



**SINGLE STREAM RECYCLING**

**CRP SANITATION**

**CITY CARTING**

Three cans paper w/  
Weekly pickup

\$95.00

\$95.00 per month

Four-yard single-stream  
Container w/weekly pickup

~~\$95.00~~

\$135.00 per month

**HEAVY EQUIPMENT**

**ACS Construction**

Lg. Dmp. Truck  
w/op.

\$1200.00 (Daily)

\$6000.00 (Weekly)

Lg. Exc.  
w/op.

\$1800.00 (Daily)

\$9000.00 (Weekly)

Mini Exc.  
w/op.

\$1400.00 (Daily)

\$7000.00 (Weekly)

Exc. w/op  
& hammer

\$2800.00 (Daily)

\$14000.00 (Weekly)

306 CAT

\$1500.00 (Daily)

\$7500.00 (Weekly)

**Fred A. Cook Jr. Inc**

Vacuum Exc. w/op. & labor

\$2950.00 (Daily)

\$14000.00 (Weekly)

**CATCH BASIN AND VOR-TECH UNIT CLEANING**

**Fred A. Cook Jr. Inc**

Vacuum Truck w/op.

\$2800.00 (Daily)

\$13000.00 (Weekly)

**AGGREGATES AND ROAD SAND FOR ICE CONTROL**  
**(PRICE PER TON DELIVERED)**

Putnam  
Material

Wingdale  
Material

Thalle  
Indus.

Peckham

**AGGREGATES AND ROAD SAND FOR ICE CONTROL**  
**(PRICE PER TON DELIVERED)**

	<u>Putnam</u> <u>Material</u>	<u>Wingdale</u> <u>Material</u>	<u>Thalle</u> <u>Indus.</u>	<u>Peckham</u>	<u>Red Wing</u>
<u>Recycled Item 4</u>			\$22.00	\$10.00	
<u>3/4" Trap Rock</u>			\$37.00		
<u>3/4" Stone</u>	\$36.00 (limestone)	\$37.95	\$37.00		
<u>3/8" blue stone</u>		\$39.95	\$41.00		
<u>Rip-Rap stone</u> <u>5" - 6"</u>	\$40.00	\$42.95	\$39.00		
<u>Rip-Rap stone</u> <u>5" or less</u>	\$29.91	\$42.95	\$39.00		
<u>Road Sand</u>			<del>\$34.00</del>		<u>\$30.00</u>
<u>Light Stone</u> <u>Fill (8"-12")</u>			\$39.00		
<u>3/4 Brown Item 4</u>		\$30.95	\$31.00		
<u>Item 4 - Limestone</u>	\$29.95				

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle, Town Clerk  
**Cc:** Steve Conti, Director of Finance  
**Date:** May 2, 2024  
**Re:** Request for budget transfer

---

Because of higher rates at the Journal-News, our expenses for legal ads will soon exceed the total amount (\$2,400) allocated to the 1410.0401 budget line for 2024. I respectfully request that you allocate an additional \$5,000 to that line to cover projected expenses for the remainder of the year.

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle, Town Clerk  
**Date:** April 30, 2024  
**Re:** Hedgerow – Request for Special Use Permit

---

Dana Worlock, the proprietor of Hedgerow is seeking a special use permit for outdoor retail sales at 65 Westchester Avenue. She has already presented an application to the Planning Board, which had no objection to the site plan dated April 10, 2024 and referred her to seek approval from the Town Board for a Special Use Permit for outdoor sales.

**TOWN OF POUND RIDGE - SPECIAL USE PERMIT APPLICATION**

Date of application 4/30/20204

**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:**

Permission to use the outdoor space at 65 Westchester Avenue for general Sales.

**APPLICANT NAME:** Dana Worlock - Hedgerow  
**ADDRESS:** 56 Salem Road, Pound Ridge, NY10576

**BUSINESS TELEPHONE NO:** 917-733-3383  
Check one: Owner  Lessee  Agent

**Town Tax Map Property Location:** Section        Block 9454 Lot No. 15

**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? April - December What hours of the day? 11-5 pm
- 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)**
- 6. If the operation is located in a Planned Business District, will existing parking be adequate? Yes  No**

Special Use Application for Hedgerow

*Dana Worlock*

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.

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For the Town Board:

1. Referred to Planning Board on \_\_\_\_\_

2. Public Hearing scheduled for \_\_\_\_\_

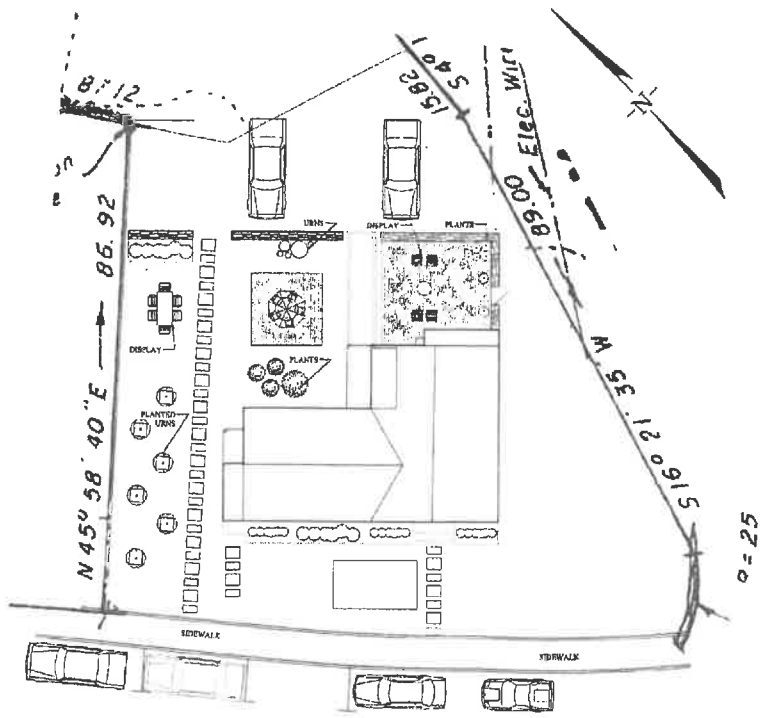
3. Escrow Deposit of \$ \_\_\_\_\_ posted \_\_\_\_\_

---

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

CONDITIONS:

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



SP-1 PROPOSED SITE PLAN  
1" = 10'-0"

INSPIRATION PHOTOS



- NOTE: SEE  
PAGE 02/01/15
- NOTES
1. DECORATIVE ANTIQUE LIGHTS & FIXTURES DISPLAYED FOR SALE.
  2. ANTIQUE PLANTERS DISPLAYED FOR SALE.
  3. OUTDOOR GARDEN & COURTYARD DISPLAYED FOR SALE.
  4. MISCELLANEOUS OUTDOOR WOODEN FURNITURE DISPLAYED FOR SALE.
  5. ANTIQUE FOUNTAINS ON DISPLAY FOR SALE.
  6. BIRCH, ELM, ARTS AND SMALL TREES DISPLAYED FOR SALE.



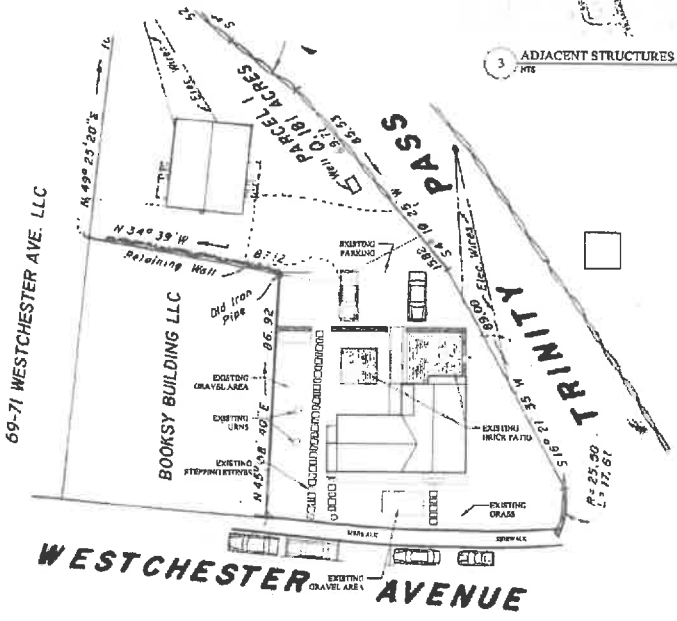
1 AERIAL VIEW  
NTS



2 LOCATION MAP  
NTS



3 ADJACENT STRUCTURES  
NTS



EC-1 EXISTING CONDITIONS  
1" = 30'-0"



**BEST**  
ARCHITECT ASSOCIATES

TAMES T. BEST  
ARCHITECT + ASSOCIATES

814-784-6000  
www.bestarchitect.com

---

PROJECT: **HEDGEROW**

HEDGEROW  
66 WESTCHESTER AVENUE  
POUND RIDGE, NY 10676

---

DRAWING TITLE:

DRAWN BY: JTB

DATE: 07/15/15

REVISIONS:

SCALE:

SHEET NO.:

SP-1

**Town of Pound Ridge**  
**Planning Board**  
**Commercial Site Plan Review & Application Process**

Check type of review:

- New construction  
 Revised Site Plan/Change of Footprint       Change of use (whether it's the same owner or new owner)  
 Land disturbance       Other, explain: \_\_\_\_\_

Address of Property: 65 Westchester Avenue

Name of Owner: Dana Worlock

Phone: 914-764-3077      Cell: 917-733-3383      E-mail: dana@hedgerowandco.com

Signature of Owner:       Date: 4/11/24

By signing this application, the owner authorizes the Planning Board and any member of other Town Boards or Commissions, as well as it's agents, consultants or employees the right to enter the premises for the purpose of gathering information pertinent to the application.

Name of Applicant (if other than owner): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_      Cell: \_\_\_\_\_      E-mail: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_      Date: \_\_\_\_\_

(Submit a letter of authorization from the owner on their behalf.)

Name of Registered Engineer/Architect: James T. Best

Phone: 914-764-8889      Cell: 914-391-8182      E-mail: james@jamesbestarchitecture.com

**IDENTIFICATION OF PROPERTY**

Block/Lot: 9454/15      Zoning District: PB-A      Area (in acres): \_\_\_\_\_

**Description of Project:**

The outdoor area surrounding Hedgerow is proposed to be a complimentary garden shopping experience. The area we plan to use is the back two brick patios and the area that runs along the side of the building next to Booksy Galore. We would have large patio vessels that would be a combination of antique and new, vintage cement or Italian terracotta. We would carry interesting patio plants and a wonderfully curated collection of landscape shrubs, perennials and small trees. In addition to these items we would have garden ornamentation such as antique trellis obliks, orbs and small cement sculptures such as small animals, pineapples and pinecones in terracotta or stone. Furthermore, we would like to offer great patio furniture which would be some new and some old. We are endeavoring to create a beautiful outdoor shopping experience that has a European flair that transports the customer to dreamy locations!



## Short Environmental Assessment Form

### Part 1 - Project Information

#### Instructions for Completing

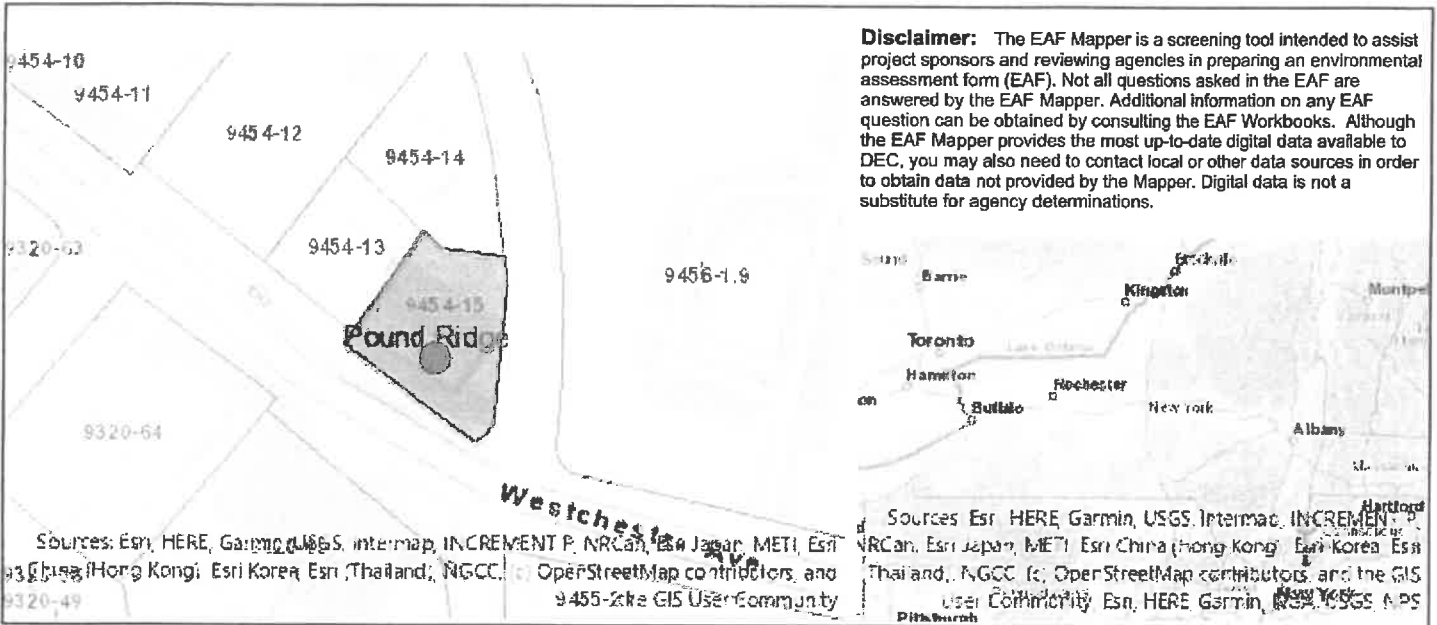
**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Hedgerow outdoor display area			
Name of Action or Project: Hedgerow Shop			
Project Location (describe, and attach a location map): 65 Westchester Ave			
Brief Description of Proposed Action: The outdoor area surrounding Hedgerow is proposed to be a complimentary garden shopping experience. The area we plan to use is the back two brick patios and the area that runs along the side of the building next to Booksy Galore. We would have large patio vessels that would be a combination of antique and new, vintage cement or Italian terracotta. We would carry interesting patio plants and a wonderfully curated collection of landscape shrubs, perennials and small trees. In addition to these items we would have garden ornamentation such as antique trellis obliks, orbs and small cement sculptures such as small animals, pineapples and pinecones in terracotta or stone. Furthermore, we would like to offer great patio furniture which would be some new and some old. We are endeavoring to create a beautiful outdoor shopping experience that has a European flair that transports the customer to dreamy locations!			
Name of Applicant or Sponsor: Dana Worlock		Telephone: 917-733-3383 E-Mail: dana@hedgerowandco.com	
Address: 65 Westchester Avenue,			
City/PO: Pound Ridge		State: NY	Zip Code: 10576
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: Planning Board			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ .07 acres b. Total acreage to be physically disturbed? _____ 0 acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ .07 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

		NO	YES	N/A
5. Is the proposed action,	a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?			NO	YES
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?			NO	YES
If Yes, identify: _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?			NO	YES
	b. Are public transportation services available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?			NO	YES
If the proposed action will exceed requirements, describe design features and technologies: _____ _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?			NO	YES
If No, describe method for providing potable water: _____ _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?			NO	YES
If No, describe method for providing wastewater treatment: _____ _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?			NO	YES
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?			NO	YES
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____				

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
<input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES
If Yes,	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe:		
_____		
_____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?	NO	YES
If Yes, explain the purpose and size of the impoundment:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____		
_____		
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?	NO	YES
If Yes, describe:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____		
_____		
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?	NO	YES
If Yes, describe:	<input type="checkbox"/>	<input checked="" type="checkbox"/>
_____		
_____		
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>		
Applicant/sponsor/name: <u>Dana Worlock</u> Date: <u>4/11/24</u>		
Signature: <u><i>Dana Worlock</i></u> Title: <u>Hedgerow Owner</u>		



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	Yes

Mirash Vataj  
65 Westchester LLC  
65 Westchester Avenue  
Pound Ridge, NY 10576

May 1, 2024

This letter is to confirm that my tenant Dana Worlock of Hedgerow located at 65 Westchester Avenue, Pound Ridge, NY has my permission to conduct general sales in the outdoor area behind the store and to the side of the store. This will be seasonal from April-December.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Mirash Vataj". The signature is fluid and cursive, with the first name "Mirash" being more prominent than the last name "Vataj".

Mirash Vataj  
Owner/Landlord

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle, Town Clerk  
**Date:** April 30, 2024  
**Re:** Inn at Pound Ridge – Request to amend Special Use Permit

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The Inn at Pound Ridge has submitted an application for an amendment to its Special Use Permit in order to offer its patrons outdoor dining between the hours of 12:00 noon and 9:30 pm from May through September. The existing Special Use Permit, dated November 10, 2016, expressly prohibits outdoor dining.

**TOWN OF POUND RIDGE - SPECIAL USE PERMIT APPLICATION**

Date of application 4/24/24

**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: Angelo Braun  
ADDRESS: 258 Westchester

BUSINESS TELEPHONE NO: (914)  
Check one:  Owner  Lessee  Agent

Town Tax Map Property Location: Section \_\_\_\_\_ Block 9B16 Lot No. 50

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 - September What hours of the day? 12:00 pm - 9:30 pm
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)
6. If the operation is located in a Planned Business District, will existing parking be adequate? Yes  No

KKPR, LLC  
260 West Road  
New Canaan, CT 06840

  
To Whom It May Concern,

Please note that my tenant Jean-Georges of Pound Ridge, LLC, at 258 Westchester Avenue in Pound Ridge, New York (leased dated July 15<sup>th</sup> 2011 through January 15<sup>th</sup>, 2027) is permitted to use the outdoor dining area located on property.

Please let me know if you have any questions.

Thank you.



Kathleen Tropin  
KKPR, LLC

3/13/2024

Date



## Amended Special Use Permit

November 10, 2016

258 Westchester Avenue  
Pound Ridge, New York 10576

This permit is issued pursuant to Chapter 113-28 of the Zoning Code of the Town of Pound Ridge.

On August 7, 2014, the Town Board of the Town of Pound Ridge approved the issuance of a further amended Special Use Permit to KKPR, LLC (fee owner) and Jean-Georges of Pound Ridge, LLC (the operator), collectively referred to herein as the "Applicant", to operate a commercial restaurant/catering facility at 258 Westchester Avenue, Pound Ridge, NY subject to the following terms and conditions:

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 off-site 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. 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.
7. All refuse pick-up will occur between 7:00 a.m. and 7:00 p.m. 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 PM on any evening. Similarly, all deliveries will occur between 7:00 a.m. and 7:00 p.m.

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 a.m. and that no commercial vehicles are to enter the property prior to 7 a.m. 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. In all events, use of the outdoor spaces for any patron services shall terminate no later than one-half of one hour after sun down. 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 south-eastern 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 a.m., except that such activities may continue until 2:00 a.m. 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 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.
15. This Special Use Permit is being 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.

By order of the Town Board  
Town of Pound Ridge  
Joanne Pace, Town Clerk

KKPR, LLC

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by Kenneth Tropin, Member

Jean-Georges of Pound Ridge, LLC

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By Jean-Georges Vongerichten, Managing  
Member

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle, Town Clerk  
**Cc:** Tanja Vogel  
**Date:** April 30, 2024  
**Re:** Special event permit application for Summer Sundays concert series

---

I recently received a special event permit application from the Pound Ridge Partnership for a "Summer Sundays" concert series:

<u>Date</u>	<u>Time</u>	<u>Description</u>
June 16	12:00 noon – 2:00 pm	family/children's music
June 30	5:00 pm – 7:00 pm	solo performer
July 28	5:00 pm – 7:00 pm	solo performer
August 25	5:00 pm – 7:00 pm	jazz band

These events are substantially similar to concerts organized by the Partnership in 2023.

**APPLICATION REVIEW SUMMARY – Summer Sundays concert series**

<b>APPROVAL</b>	<b>DEPARTMENT</b>	<b>CONDITIONS/COMMENTS</b>	<b>TOWN RESOURCES</b>	<b>COSTS</b>
Approved	Police	<ul style="list-style-type: none"><li>• No impact on police assignments.</li></ul>	N/A	N/A
Approved	Building	<ul style="list-style-type: none"><li>• Tents larger than 10'x10' must be inspected prior to event.</li></ul>	N/A	N/A
Approved	Maintenance	<ul style="list-style-type: none"><li>• Applicant will provide additional garbage cans.</li></ul>	N/A	N/A
Approved	Recreation	<ul style="list-style-type: none"><li>• No scheduling conflicts</li></ul>	N/A	N/A



## SPECIAL EVENT APPLICATION REVIEW

EVENT: Village Green Summer Sundays 6/16 12-2, 6/30, 7/28 & 8/25 5-7pm DATE: 4/23/24

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

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

Thomas D. Mulcahy, Chief of Police

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:

The scope of these event doesn't require additional officers to be assigned specifically for the event.

Assigned road patrol officers will be made aware of event and be directed to patrol during event.

FOR TOWN DEPARTMENTS ONLY:

STAFFING NEEDED: _____	STAFFING COST: _____	\$ _____
EQUIPMENT NEEDED: _____	EQUIPMENT COST: _____	\$ _____
OTHER COST ITEMS: _____	OTHER COST: _____	\$ _____
	TOTAL COST: _____	\$ 0

8. If the application is approved, you will receive an application approval form that will list any conditions that need to be met before the permit can be issued.
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: Pound Ridge Partnership

Address:

Mailing address: Pound Ridge Partnership, P.O. Box 402, Pound Ridge, NY 10576

Phone number: 914-629-4381

Email address: tanja@prpartnership.org

### 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: Pound Ridge Summer Sundays

Event type: Live Music

Purpose: Free, live music in the Town Green to encourage community gathering.

Event dates:	6/16-family/children's music, solo performer 6/30 – solo performer 7/28 – solo performer 8/25 – jazz band	Alternate date:	n/a
Event start time:	6/16– noon 6/30, 7/28, 8/25 – 5pm	Event end time:	6/16 – 2pm 6/30, 7/28, 8/25 – 7pm
Setup start time:	One hour prior event start time	Setup end time:	One hour after event
Takedown start:	At event end	Takedown end:	One hour after event
Location(s):	Town Green		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X
Parking location(s):	Westchester Ave.; Parking Lots in Business District area		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X
Road closure(s) requested:	No		
Closure times requested:	N/A		
Admission fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X

**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 – food trucks

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: Tanja Vogel

Cell phone number: 914-629-4381 Email address: tanja@prpartnership.org

Event day contact name: Tanja Vogel

Cell phone number: 914-629-4381 Email address: tanja@prpartnership.org

Weather contact name: Tanja Vogel

Cell phone number: 914-629-4381 Email address: tanja@prpartnership.org

## LOGISTICS

### CROWD MANAGEMENT

Anticipated attendance: ~100

(adopted 04.12.2022)

Describe crowd control plan: **Not anticipating any crowd control needed. This is an open-air event.**

Describe perimeter control plan: **Will coordinate with PR police for Westchester Ave presence**

Emergency services be present?  Yes  No

Will event be ADA compliant?  Yes  No

**VOLUNTEERS**

Indicate number of volunteers: **~3**

Describe role(s) of volunteers: **PRP tent, photography, onsite supervision, clean-up**

**SANITATION/GARBAGE**

Portable toilets provided?  Yes  No

If so, how many?

Garbage/recycling bins provided?  Yes  No **PRP has 2 garbage bins; Westchester Ave street garbage & recycle bins**

Describe garbage/recycling plan: **PR Sanitation/ Maintenance to pick up**

**NEIGHBORHOOD IMPACT/NOTIFICATION**

Will there be noise impacts?  Yes  No

If so, will there be amplified music?  Yes  No

Will there be light impacts?  Yes  No

Have neighbors been notified?  Yes  No

**STRUCTURES/SAFETY**

Tents or canopies?

Yes  No

If yes, please describe:

May a 10x10 to protect sound equipment, and will have PRP 10x10 tent

Stage or other structures?

Yes  No

If yes, please describe:

Using town green stage

Fireworks or open flame?

Yes  No

If yes, please describe:

## UTILITIES

Water access needed?

Yes  No

If yes, please describe:

Electricity needed?

Yes  No

If yes, please describe:

Already exists – PR Electrical, panel or lights

WiFi access needed?

Yes  No

If yes, indicate number of users:

N/A

## PROMOTION

Banner permission requested?

Yes  No

If so, indicate location and dates:

Other signage?

Yes  No

If so, please describe:

Lawn signs around town

## TOWN RESOURCES

Town bus needed?

Yes  No

(adopted 04.12.2022)

If so, please indicate time period: \_\_\_\_\_

Barricades or cones needed?  Yes  No

If so, please specify: **Minimal use of cones as needed for safety**

Other town-owned property needed?  Yes  No

If so, please specify: \_\_\_\_\_

**OUTSIDE RESOURCES**

Outside bus transportation?  Yes  No

If so, please describe: \_\_\_\_\_

Outside parking assistance?  Yes  No

If so, please describe: \_\_\_\_\_

Other outside resources?  Yes  No

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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Can provide town green map, if needed
<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<input type="checkbox"/> Yes	<input type="checkbox"/> No	

**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) PR Partnership provided
<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	<b>OTHER (specify):</b> <input type="text"/>

**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.

(adopted 04.12.2022)

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.

\_\_\_\_\_  
(signature)

**4/17/24**  
\_\_\_\_\_  
(date)

**Tanja Vogel**  
\_\_\_\_\_  
(printed name)

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle, Town Clerk  
**Cc:** Sharbari Bose Kamat  
**Date:** April 30, 2024  
**Re:** Special event permit application for Juneteenth concert

---

Please consider the attached special event permit application for a Juneteenth concert, jointly organized by the Human Rights Advisory Committee and the Pound Ridge Partnership as part of Pound Ridge Proud Days.

The concert is tentatively scheduled for Wednesday, June 19, 2024, from 6:00 pm to 7:30 pm. There is no rain date.

The event plan includes a food truck, a tent over the stage area, and a banner to be installed over Westchester Avenue one to two weeks before the event. PRVAC will be present, and the event organizers will coordinate with the Police Department to obtain any traffic cones needed for safety. The Partnership will provide two additional garbage bins.

**APPLICATION REVIEW SUMMARY – Juneteenth concert**

<b>APPROVAL</b>	<b>DEPARTMENT</b>	<b>CONDITIONS/COMMENTS</b>	<b>TOWN RESOURCES</b>	<b>COSTS</b>
Approved	Police	<ul style="list-style-type: none"><li>• No need for assigned officers.</li></ul>	N/A	N/A
Approved	Building	<ul style="list-style-type: none"><li>• Food truck must be inspected and approved locally prior to event</li><li>• Tents larger than 10'x10' must be inspected prior to event.</li></ul>	N/A	N/A
Approved	Maintenance	<ul style="list-style-type: none"><li>• Applicant will provide additional garbage cans.</li></ul>	N/A	N/A
Approved	Recreation	<ul style="list-style-type: none"><li>• No scheduling conflicts</li></ul>	N/A	N/A



8. If the application is approved, you will receive an application approval form that will list any conditions that need to be met before the permit can be issued.
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: Sharbari Bose Kamat, Human Rights Advisory Committee

Address: 12 Patterson Road, Pound Ridge, NY 10576

Mailing address: Pound Ridge Partnership, P.O. Box 402, Pound Ridge, NY 10576

Phone number: 917-626-2574

Email address: sharbari.kamat@gmail.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: Juneteenth in Pound Ridge (as part of Pound Ridge Proud Days 2024)

Event type: Concert

Purpose: In conjunction with the Town's Human Rights Advisory Committee, the Pound Ridge Partnership is planning a live Broadway concert to celebrate Juneteenth, a federal and state holiday commemorating the end of slavery. Our performers are Stephanie Umoh, Angelica Schuyler in the national tour of Hamilton, and Dan Micciche, the musical director of Wicked. One way to observe Juneteenth is by celebrating African-

(adopted 04.12.2022)

American talent, which is the goal of this year's concert. It is an important addition to the philosophy of Pound Ridge Proud Days, which have evolved to highlight inclusivity in Pound Ridge.

Event date:	Wednesday, June 19, 2024	Alternate date:	None: In case of rain, the event will be held at the Pound Ridge Library on the same date.
Event start time:	6:00 pm	Event end time:	7:30 pm
Setup start time:	4:00 pm	Setup end time:	
Takedown start:		Takedown end:	8:30pm
Location(s):	The Green in Scotts Corners		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X
Parking location(s):	Westchester Ave.; Parking Lots in Business District area		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X
Road closure(s) requested:	No		
Closure times requested:	N/A		
Admission fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X
Registration Fee	No		
Pay to be a Judge	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.

(adopted 04.12.2022)

Will the event include food and/or beverage vendors?

Yes  No  Food truck pending

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: Sharbari Kamat

Cell phone number: (917)626-2574 Email address: [Sharbari.kamat@gmail.com](mailto:Sharbari.kamat@gmail.com)

Event day contact name: Sharbari Kamat

Cell phone number: (917)626-2574 Email address: [Sharbari.kamat@gmail.com](mailto:Sharbari.kamat@gmail.com)

Weather contact name: Sharbari Kamat

Cell phone number: (917)626-2574 Email address: [Sharbari.kamat@gmail.com](mailto:Sharbari.kamat@gmail.com)

## LOGISTICS

**CROWD MANAGEMENT**

Anticipated attendance:

Approximately  
150

Describe crowd control plan:

Not anticipating any crowd control needed. This is an open-air event

Describe perimeter control plan:

Will coordinate with PR police for Westchester Ave presence

Emergency services be present?

 Yes  No PR Ambulance presence

Will event be ADA compliant?

 Yes  No**VOLUNTEERS**

Indicate number of volunteers:

Approx. 5

Describe role(s) of volunteers:

➤ Set-up sound system, communication coordinator, photography, clean-up

**SANITATION/GARBAGE**

Portable toilets provided?

 Yes  No

If so, how many?

1

Garbage/recycling bins provided?

 Yes  No PRP has 2 garbage bins; Westchester Ave street garbage & recycle bins

Describe garbage/recycling plan:

Partnership will bring its 2 bins

**NEIGHBORHOOD IMPACT/NOTIFICATION**

Will there be noise impacts?

 Yes  No

If so, will there be amplified music?

 Yes  No

Will there be light impacts?

 Yes  No

(adopted 04.12.2022)

Have neighbors been notified?  Yes  No in process

### STRUCTURES/SAFETY

Tents or canopies?  Yes  No

If yes, please describe:

If needed, we will put up a tent over the stage area in the Green to protect performers from sun/heat.

Stage or other structures?  Yes  No

If yes, please describe:

Already exists in Village green

Fireworks or open flame?  Yes  No

If yes, please describe:

### UTILITIES

Water access needed?  Yes  No

If yes, please describe:

Electricity needed?  Yes  No

If yes, please describe:

Already exists – PR Electrical, panel or lights

WiFi access needed?  Yes  No

If yes, indicate number of users:

N/A

### PROMOTION

Banner permission requested?  Yes  No

If so, indicate location and dates:

Banner will be installed 1-2 weeks before event across Westchester Ave. Business District; will obtain Town Board permission

Other signage?  Yes  No

(adopted 04.12.2022)

If so, please describe:

Lawn signs distributed throughout participating towns (including Bedford & Katonah)

June 20, 2024 take down all signage.

**TOWN RESOURCES**

Town bus needed?  Yes  No

If so, please indicate time period:

Barricades or cones needed?  Yes  No

If so, please specify: Minimal use of cones as needed for safety

Other town-owned property needed?  Yes  No

If so, please specify:

**OUTSIDE RESOURCES**

Outside bus transportation?  Yes  No

If so, please describe:

Outside parking assistance?  Yes  No

If so, please describe:

Other outside resources?  Yes  No

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**

Yes  No

Event map (may incorporate parking/traffic plan)  
James Best will create map

(adopted 04.12.2022)

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	Parking/traffic plan (may be separate from event map)
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	

**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) PR Partnership provided
<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	<b>OTHER (specify):</b> <input type="text"/>
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**DEPOSITS/FEES**

Damage deposit paid (indicate amount):	<input type="text"/>	Check with Erin Trostle
Waiver requested:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Application fee paid (indicate amount):	<input type="text"/>	Check with Erin Trostle
Waiver requested:	<input type="checkbox"/> Yes	<input type="checkbox"/> 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.

\_\_\_\_\_  
(signature)

**4/4/2024**  
\_\_\_\_\_  
(date)

**Sharbari Bose Kamat**  
\_\_\_\_\_  
(printed name)



**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle, Town Clerk  
**Cc:** Allan Ramsay  
**Date:** April 30, 2024  
**Re:** Special event permit application for one-day library programs

---

I recently received special event permit applications from the Pound Ridge Library for seven programs to be held at the Village Green on Thursday afternoons in July and August:

<u>Date</u>	<u>Times</u>	<u>Program</u>	<u>Notes</u>
July 18	4:00 – 5:00 pm	Children’s obstacle course	Event facilitator will bring Bluetooth speaker.
July 25	4:00 – 5:00 pm	Ecosystem Adventure (collaboration with Stamford Nature Center)	Stamford Nature Center will bring chinchilla, frog, bearded dragon, spotted turtle, and ferret; also will bring table.
August 1	4:15 – 4:45 pm	Police Day with the Library	
August 8	4:00 – 5:00 pm	Storytime and mini-golf	
August 15	2:00 – 2:45 pm	Fire Safety with the Library	
August 22	4:00 – 5:00 pm	Storytime and bowling	
August 29	4:00 – 5:00 pm	Storytime and STEM project	

To minimize paperwork, I have included the full application only for the first program. For the others, I have included only the pages with information specific to the particular programs.

**APPLICATION REVIEW SUMMARY – Additional library programs**

<b>APPROVAL</b>	<b>DEPARTMENT</b>	<b>CONDITIONS/COMMENTS</b>	<b>TOWN RESOURCES</b>	<b>COSTS</b>
Approved	Police	<ul style="list-style-type: none"><li>• No impact on police assignments.</li></ul>	N/A	N/A
Approved	Building	<ul style="list-style-type: none"><li>• Town Board should consider whether it is necessary to notify insurance carrier regarding obstacle course.</li></ul>	N/A	N/A
Approved	Maintenance	N/A	N/A	N/A
Approved	Recreation	<ul style="list-style-type: none"><li>• No scheduling conflicts</li></ul>	N/A	N/A



## SPECIAL EVENT PERMIT APPLICATION

### 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:	Pound Ridge Library District
Applicant Type:	Government Agency
Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Mailing Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Phone Number:	(914) 764-5085
Email Address:	info@poundridgelibrary.org

### 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:	Children's Obstacle Course
Event Type:	Library summer program
Description:	Obstacle course run by Jeff Nurenburg
Purpose:	To promote physical fitness among the library's young patrons

Event Date:	July 18, 2024	Alternate Date:	-
Event Start Time:	4:00 pm	Event End Time:	5:00 pm
Setup Start Time:	3:30 pm	Setup End Time:	3:45 pm
Takedown Start:	5:00 pm	Takedown End:	5:15 pm

Location(s):	Village Green		
On private property?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Parking location(s):	Westchester Avenue		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Road closure(s) requested:	No
Closure times requested:	No

Admission fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>VENDORS/LICENSES</b>
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Will the event include food and/or beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any food or beverages be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include non-food vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will the event include alcoholic beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any alcohol be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include gambling of any kind?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Please note that it is the applicant's responsibility to ensure that any vendors have all required licenses and/or permits.

## CONTACTS

Primary Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org
Event Day Contact Name:	Jeff Nurenburg		
Cell Phone Number:	(917) 939- 1584	Email Address:	jnurenberg@gmail.com
Weather Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org

Note that the weather contact person must be on site throughout the event, and also that it is the responsibility of the organizer to communicate postponements and cancellations to the public.

Please indicate how decisions regarding postponement or cancellation will be made, and how you will respond if sudden severe weather develops while the event is in progress:

Please see attached

## LOGISTICS

### CROWD MANAGEMENT

Anticipated attendance:	15-20 children, plus parents/caregivers	
Describe crowd control plan:		
Describe perimeter control plan:		
Emergency services present?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will event be ADA compliant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

### VOLUNTEERS

Indicate number of volunteers:	Library staff (Alan Ramsay)
Describe role(s) of volunteers:	Ensure that children stay on Village Green

<b>PROMOTION</b>		
Banner permission requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please indicate location and dates:		
Other signage?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		

<b>TOWN RESOURCES</b>		
Town bus needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please indicate time:		
Barricades or cones needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please specify:		
Other town-owned property needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please specify:		

<b>OUTSIDE RESOURCES</b>		
Outside bus transportation?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Outside parking assistance?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Other outside resources?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		

<b>SANITATION/GARBAGE</b>		
Portable toilets provided:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If so, how many?		
Garbage/recycling bins provided?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Describe garbage/recycling plan:		

<b>NEIGHBORHOOD IMPACT/NOTIFICATION</b>		
Will there be noise impacts?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Will there be amplified music?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will there be light impacts?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Have neighbors been notified?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>STRUCTURES/SAFETY</b>		
Tents or canopies?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Stage or other structures?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Fireworks or open flame?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		

<b>UTILITIES</b>		
Water access needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Electricity needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
WiFi access needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please indicate # of users:		

## SUPPORTING DOCUMENTS

### MAPS/PLANS

<u>Event Site Plan</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------	------------------------------	--

The Event Site Plan should include locations of the following if applicable: stages/tents, power/water sources, portable toilets, accessible toilets, medical aid locations, admission sales area, alcohol sales/services, pedestrian pathways, entrances/exits, vendors/riders.

\*PLEASE UPLOAD OR EMAIL SEPARATELY\*

**UPLOAD**

<u>Parking/Traffic Plan</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
-----------------------------	------------------------------	--

The Parking/Traffic Plan should include locations of the following if applicable: road closures, traffic patterns, bus routes/stops, parking payment area, attendee parking, accessible parking, vendor parking, volunteer parking.

\*PLEASE UPLOAD OR EMAIL SEPARATELY\*

**UPLOAD**

### LEGAL DOCUMENTS

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

Please note that it is the applicant's responsibility to obtain insurance naming the town as an additional insured.

## DEPOSIT/FEEES

Damage Deposit Paid (Indicate Amount):		
Waiver Requested:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Application Fee Paid (Indicate Amount):		
Waiver Requested:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> 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 for a permit to be issued, and to remain valid. Furthermore, that under no circumstances may the event take place unless and until a permit has been issued.

X

\_\_\_\_\_  
Alan W. Ramsay

(Printed Name)

\_\_\_\_\_  
March 28, 2024

(Date)

SUBMIT



## SPECIAL EVENT PERMIT APPLICATION

### 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:	Pound Ridge Library District
Applicant Type:	Government Agency
Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Mailing Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Phone Number:	(914) 764-5085
Email Address:	info@poundridgelibrary.org

### 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:	Ecosystem Adventure
Event Type:	Program with The Stamford Museum & Nature Center
Description:	Animals coming: chinchilla, frog, bearded dragon, spotted turtle, ferret
Purpose:	Educate the young patrons of Pound Ridge

Event Date:	July 25, 2024	Alternate Date:	-
Event Start Time:	4:00 pm	Event End Time:	5:00 pm
Setup Start Time:	3:45 pm	Setup End Time:	3:50 pm
Takedown Start:	5:00 pm	Takedown End:	5:00 pm

Location(s):	Village Green		
On private property?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Parking location(s):	Westchester Avenue		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Road closure(s) requested:	No
Closure times requested:	No

Admission fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>VENDORS/LICENSES</b>
-------------------------

Will the event include food and/or beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any food or beverages be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include non-food vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will the event include alcoholic beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any alcohol be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include gambling of any kind?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Please note that it is the applicant's responsibility to ensure that any vendors have all required licenses and/or permits.

## CONTACTS

Primary Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org
Event Day Contact Name:	Lisa Monachelli		
Cell Phone Number:	(203) 814-7606	Email Address:	lmonachelli@stamfordmuseum.org
Weather Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org

Note that the weather contact person must be on site throughout the event, and also that it is the responsibility of the organizer to communicate postponements and cancellations to the public.

Please indicate how decisions regarding postponement or cancellation will be made, and how you will respond if sudden severe weather develops while the event is in progress:

Please see attachment

## LOGISTICS

<b>CROWD MANAGEMENT</b>		
Anticipated attendance:	20-25 children, plus parents/caregivers	
Describe crowd control plan:		
Describe perimeter control plan:		
Emergency services present?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will event be ADA compliant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

### **VOLUNTEERS**

Indicate number of volunteers:	Library staff (Alan Ramsay)
Describe role(s) of volunteers:	Ensure children stay on Village Green



## SPECIAL EVENT PERMIT APPLICATION

### 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:	Pound Ridge Library District
Applicant Type:	Government Agency
Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Mailing Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Phone Number:	(914) 764-5085
Email Address:	info@poundridgelibrary.org

### 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:	Police Day with the Library
Event Type:	Library summer program for children
Description:	A Pound Ridge police officer will describe police work and show the inside of a police cruiser.
Purpose:	A very informal, friendly program to introduce police work to the library's young patrons.

Event Date:	August 1, 2024	Alternate Date:	-
Event Start Time:	4:15 pm	Event End Time:	4:45 pm
Setup Start Time:	4:00 pm	Setup End Time:	4:10 pm
Takedown Start:	4:45 pm	Takedown End:	4:45 pm

Location(s):	Village Green		
On private property?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Parking location(s):	Westchester Avenue		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Road closure(s) requested:	No
Closure times requested:	No

Admission fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>VENDORS/LICENSES</b>
-------------------------

Will the event include food and/or beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any food or beverages be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include non-food vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will the event include alcoholic beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any alcohol be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include gambling of any kind?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Please note that it is the applicant's responsibility to ensure that any vendors have all required licenses and/or permits.

## CONTACTS

Primary Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org
Event Day Contact Name:	Lt. Kiernan Murray		
Cell Phone Number:	(914) 642-3831	Email Address:	kmurray@townofpoundridge.com
Weather Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org

Note that the weather contact person must be on site throughout the event, and also that it is the responsibility of the organizer to communicate postponements and cancellations to the public.

Please indicate how decisions regarding postponement or cancellation will be made, and how you will respond if sudden severe weather develops while the event is in progress:

Please see attachment

## LOGISTICS

<b>CROWD MANAGEMENT</b>		
Anticipated attendance:	10-15 children, plus parents/caregivers	
Describe crowd control plan:		
Describe perimeter control plan:		
Emergency services present?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will event be ADA compliant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

<b>VOLUNTEERS</b>	
Indicate number of volunteers:	Library staff (Alan Ramsay)
Describe role(s) of volunteers:	Ensure that children remain on Village Green



## SPECIAL EVENT PERMIT APPLICATION

### 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:	Pound Ridge Library District
Applicant Type:	Government Agency
Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Mailing Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Phone Number:	(914) 764-5085
Email Address:	info@poundridgelibrary.org

### 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:	Storytime & mini-golf
Event Type:	Children's library summer program
Description:	Story read by Children's Librarian, followed by mini-golf
Purpose:	To promote literacy and provide recreation



Event Date:	August 8, 2024	Alternate Date:	-
Event Start Time:	4:00 pm	Event End Time:	5:00 pm
Setup Start Time:	3:30 pm	Setup End Time:	3:45 pm
Takedown Start:	5:00 pm	Takedown End:	5:15 pm

Location(s):	Village Green		
On private property?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Parking location(s):	Westchester Avenue		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Road closure(s) requested:	No
Closure times requested:	No

Admission fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>VENDORS/LICENSES</b>
-------------------------

Will the event include food and/or beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any food or beverages be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include non-food vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will the event include alcoholic beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any alcohol be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include gambling of any kind?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Please note that it is the applicant's responsibility to ensure that any vendors have all required licenses and/or permits.

## CONTACTS

Primary Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org
Event Day Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org
Weather Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org

Note that the weather contact person must be on site throughout the event, and also that it is the responsibility of the organizer to communicate postponements and cancellations to the public.

Please indicate how decisions regarding postponement or cancellation will be made, and how you will respond if sudden severe weather develops while the event is in progress:

Please see attachment

## LOGISTICS

### CROWD MANAGEMENT

Anticipated attendance:	10-15 children, plus parents/caregivers	
Describe crowd control plan:		
Describe perimeter control plan:		
Emergency services present?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will event be ADA compliant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

### VOLUNTEERS

Indicate number of volunteers:	Library staff (Alan Ramsay)
Describe role(s) of volunteers:	Facilitate program and ensure children stay on Village Green



## SPECIAL EVENT PERMIT APPLICATION

### 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:	Pound Ridge Library District
Applicant Type:	Government Agency
Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Mailing Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Phone Number:	(914) 764-5085
Email Address:	info@poundridgelibrary.org

### 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:	Fire Safety with the Library
Event Type:	Children's library summer program
Description:	Past Fire Chief Dodge will explain fire safety, as well show the ins and outs of a fire engine
Purpose:	To educate the library's young patrons on fire safety

Event Date:	August 15, 2024	Alternate Date:	-
Event Start Time:	2:00 pm	Event End Time:	2:45 pm
Setup Start Time:	1:50 pm	Setup End Time:	1:55 pm
Takedown Start:	2:45 pm	Takedown End:	2:45 pm

Location(s):	Village Green		
On private property?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Parking location(s):	Westchester Ave		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Road closure(s) requested:	No
Closure times requested:	No

Admission fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>VENDORS/LICENSES</b>
-------------------------

Will the event include food and/or beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any food or beverages be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include non-food vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will the event include alcoholic beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any alcohol be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include gambling of any kind?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Please note that it is the applicant's responsibility to ensure that any vendors have all required licenses and/or permits.

## CONTACTS

Primary Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org
Event Day Contact Name:	James Dodge III		
Cell Phone Number:	(914) 473-4600	Email Address:	JDodge3@poundridgefire.com
Weather Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org

Note that the weather contact person must be on site throughout the event, and also that it is the responsibility of the organizer to communicate postponements and cancellations to the public.

Please indicate how decisions regarding postponement or cancellation will be made, and how you will respond if sudden severe weather develops while the event is in progress:

Please see attachment

## LOGISTICS

### CROWD MANAGEMENT

Anticipated attendance:	10-15 children, plus parents/caregivers	
Describe crowd control plan:		
Describe perimeter control plan:		
Emergency services present?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will event be ADA compliant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

### VOLUNTEERS

Indicate number of volunteers:	Library staff (Alan Ramsay)
Describe role(s) of volunteers:	Ensure that the children stay on Village Green



## SPECIAL EVENT PERMIT APPLICATION

### 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:	Pound Ridge Library District
Applicant Type:	Government Agency
Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Mailing Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Phone Number:	(914) 764-5085
Email Address:	info@poundridgelibrary.org

### 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:	Storytime & bowling
Event Type:	Children's Library Summer Program
Description:	Story read by children's librarian, followed by bowling (plastic set)
Purpose:	To promote literacy and provide recreation

Event Date:	August 22, 2024	Alternate Date:	-
Event Start Time:	4:00 pm	Event End Time:	5:00 pm
Setup Start Time:	3:30 pm	Setup End Time:	3:45 pm
Takedown Start:	5:00 pm	Takedown End:	5:15 pm

Location(s):	Village Green		
On private property?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Parking location(s):	Westchester Avenue		
On private property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Road closure(s) requested:	No
Closure times requested:	No

Admission fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>VENDORS/LICENSES</b>
-------------------------

Will the event include food and/or beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any food or beverages be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include non-food vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will the event include alcoholic beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any alcohol be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include gambling of any kind?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Please note that it is the applicant's responsibility to ensure that any vendors have all required licenses and/or permits.

## CONTACTS

Primary Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org
Event Day Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org
Weather Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org

Note that the weather contact person must be on site throughout the event, and also that it is the responsibility of the organizer to communicate postponements and cancellations to the public.

Please indicate how decisions regarding postponement or cancellation will be made, and how you will respond if sudden severe weather develops while the event is in progress:

Please see attachment

## LOGISTICS

### CROWD MANAGEMENT

Anticipated attendance:	10-15 kids, plus parents/caregivers	
Describe crowd control plan:		
Describe perimeter control plan:		
Emergency services present?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will event be ADA compliant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

### VOLUNTEERS

Indicate number of volunteers:	Library staff (Alan Ramsay)
Describe role(s) of volunteers:	Facilitate program & ensure children stay on Village Green





## SPECIAL EVENT PERMIT APPLICATION

### 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:	Pound Ridge Library District
Applicant Type:	Government Agency
Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Mailing Address:	271 Westchester Avenue, Pound Ridge, NY 10576
Phone Number:	(914) 764-5085
Email Address:	info@poundridgelibrary.org

### 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:	Storytime & STEM project
Event Type:	Children's library summer program
Description:	Story read by children's librarian, followed by STEM project
Purpose:	To promote literacy and educate the library's young patrons

Event Date:	August 29, 2024	Alternate Date:	-
Event Start Time:	4:00 pm	Event End Time:	5:00 pm
Setup Start Time:	3:30 pm	Setup End Time:	3:50 pm
Takedown Start:	5:00 pm	Takedown End:	5:15 pm

Location(s):	Village Green		
On private property?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Parking location(s):	Westchester Avenue		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Road closure(s) requested:	No
Closure times requested:	No

Admission fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>VENDORS/LICENSES</b>
-------------------------

Will the event include food and/or beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any food or beverages be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include non-food vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will the event include alcoholic beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any alcohol be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include gambling of any kind?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Please note that it is the applicant's responsibility to ensure that any vendors have all required licenses and/or permits.

## CONTACTS

Primary Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org
Event Day Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org
Weather Contact Name:	Alan Ramsay		
Cell Phone Number:	(914) 960-5304	Email Address:	aramsay@poundridgelibrary.org

Note that the weather contact person must be on site throughout the event, and also that it is the responsibility of the organizer to communicate postponements and cancellations to the public.

Please indicate how decisions regarding postponement or cancellation will be made, and how you will respond if sudden severe weather develops while the event is in progress:

Please see attachment

## LOGISTICS

<b>CROWD MANAGEMENT</b>		
Anticipated attendance:	10-15 children, plus parents/caregivers	
Describe crowd control plan:		
Describe perimeter control plan:		
Emergency services present?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will event be ADA compliant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

<b>VOLUNTEERS</b>	
Indicate number of volunteers:	Library Staff (Alan Ramsay)
Describe role(s) of volunteers:	Facilitate program & ensure children stay on Village Green





**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle, Town Clerk  
**Cc:** Katherine Long  
Dan Villalon  
Daphne Everett  
**Date:** April 30, 2024  
**Re:** Special event permit application for Trivia Night

---

Please consider the attached special event permit application for Trivia Night at the Village Green, a community event organized by Katherine Long and Dan Villalon in coordination with The Kitchen Table. The event is tentatively scheduled for 6:30 pm to 8:30/9:00 pm on Saturday, June 1, with a rain date of June 2.

The event is substantially similar to previous ones managed by the same organizers.

**APPLICATION REVIEW SUMMARY – Trivia Night**

<b>APPROVAL</b>	<b>DEPARTMENT</b>	<b>CONDITIONS/COMMENTS</b>	<b>TOWN RESOURCES</b>	<b>COSTS</b>
Approved	Police	<ul style="list-style-type: none"><li>• No impact on police assignments.</li></ul>	N/A	N/A
Approved	Building	<ul style="list-style-type: none"><li>• No tents larger than 10'x10'</li></ul>	N/A	N/A
Approved	Maintenance	<ul style="list-style-type: none"><li>• Applicant will remove own garbage.</li></ul>	N/A	N/A
Approved	Recreation	<ul style="list-style-type: none"><li>• No scheduling conflicts</li></ul>	N/A	N/A

- 7. Attend the Town Board meeting when your application is being considered.
- 8. If the application is approved, you will receive an application approval form that will list any conditions that need to be met before the permit can be issued.
- 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: Katherine Long and Dan Villalon  
Applicant type: Trivia night (community event)  
Address: 34 S Bedford Rd  
Pound Ridge NY 10567  
Mailing address: (same)  
Phone number: 917-678-9168  
Email address: katherinerlong@gmail.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: Trivia Night  
Event type: Community Spirit  
Description: Hosting trivia  
Purpose: Have fun, learn something, any proceeds to be donated to the village green (after prizes awarded)



Event date:	<input type="text" value="June 1&lt;sup&gt;nd&lt;/sup&gt;, 2024"/>	Alternate date:	<input type="text" value="June 2&lt;sup&gt;nd&lt;/sup&gt;"/>
Event start time:	<input type="text" value="6:30 pm"/>	Event end time:	<input type="text" value="8:30/9 pm"/>
Setup start time:	<input type="text" value="6:00pm"/>	Setup end time:	<input type="text" value="6:30 pm"/>
Takedown start:	<input type="text" value="8:30 pm"/>	Takedown end:	<input type="text" value="9:30 pm"/>
Location(s):	<input type="text" value="The Village Green (77 Westchester Avenue)"/>		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Parking location(s):	<input type="text" value="Anywhere in town"/>		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Road closure(s) requested:	<input type="text" value="no"/>		
Closure times requested:	<input type="text" value="N/A"/>		
Admission fee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> 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 (Kitchen Table)

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: Katherine long  
Cell phone number: 917-678-9168 Email address: katherinerlong@gmail.com

Event day contact name: See above  
Cell phone number: Email address:

Weather contact name: See above  
Cell phone number: Email address:

**LOGISTICS**

**CROWD MANAGEMENT**

Anticipated attendance: ~30-45 people  
Describe crowd control plan: It is RSVP, so we will cap at 45  
Describe perimeter control plan: Not needed  
Emergency services be present?  Yes  No  
Will event be ADA compliant?  Yes  No

**VOLUNTEERS**

Indicate number of volunteers: No  
Describe role(s) of volunteers: No

(adopted 04.12.2022)

**SANITATION/GARBAGE**

Portable toilets provided?

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

[Redacted]			
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Garbage/recycling bins provided?

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

Use garbage bins in town (and Vendor will take care of their garbage)			
--	--	--	--

**NEIGHBORHOOD IMPACT/NOTIFICATION**

Will there be noise impacts?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
--------------------------	-----	-------------------------------------	----

If so, will there be amplified music?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No (microphone for the trivia MCing)
--------------------------	-----	-------------------------------------	--------------------------------------

Will there be light impacts?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
--------------------------	-----	-------------------------------------	----

Have neighbors been notified?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
--------------------------	-----	-------------------------------------	----

**STRUCTURES/SAFETY**

Tents or canopies?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
--------------------------	-----	-------------------------------------	----

If yes, please describe:

[Redacted]			
------------	--	--	--

Stage or other structures?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
--------------------------	-----	-------------------------------------	----

If yes, please describe:

[Redacted]			
------------	--	--	--

Fireworks or open flame?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
--------------------------	-----	-------------------------------------	----

If yes, please describe:

[Redacted]			
------------	--	--	--

**UTILITIES**

Water access needed?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
--------------------------	-----	-------------------------------------	----

If yes, please describe:

[Redacted]			
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Electricity needed?

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	-----	--------------------------	----

(adopted 04.12.2022)

If yes, please describe:  **Microphone amp**

WiFi access needed?  Yes  X  No

If yes, indicate number of users: \_\_\_\_\_

**PROMOTION**

Banner permission requested?  Yes  X  No

If so, indicate location and dates: \_\_\_\_\_

Other signage?  Yes  X  No

If so, please describe: \_\_\_\_\_

**TOWN RESOURCES**

Town bus needed?  Yes  X  No

If so, please indicate time period: \_\_\_\_\_

Barricades or cones needed?  Yes  X  No

If so, please specify: \_\_\_\_\_

Other town-owned property needed?  Yes  X  No

If so, please specify: \_\_\_\_\_

**OUTSIDE RESOURCES**

Outside bus transportation?  Yes  X  No

If so, please describe: \_\_\_\_\_

Outside parking assistance?  Yes  X  No

If so, please describe: \_\_\_\_\_

Other outside resources?  Yes  X  No

If so, please describe: \_\_\_\_\_

<b>SUPPORTING DOCUMENTS</b>
-----------------------------

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 type="checkbox"/>            | Yes | <input checked="" type="checkbox"/> | No | Parking/traffic plan (may be separate from event map) |
| <input type="checkbox"/>            | Yes | <input checked="" type="checkbox"/> | No | Weather plan (cancel if rains)                        |
| <input type="checkbox"/>            | Yes | <input checked="" 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 type="checkbox"/> | Yes | <input checked="" type="checkbox"/> | No | Insurance certificate(s)                  |
| <input type="checkbox"/> | Yes | <input checked="" 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	<b>OTHER (specify):</b> <input type="text"/>
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**DEPOSITS/FEEES**

Damage deposit paid (indicate amount):

Waiver requested:  Yes  No

Application fee paid (indicate amount):

Waiver requested:

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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**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.

**Katherine Long**

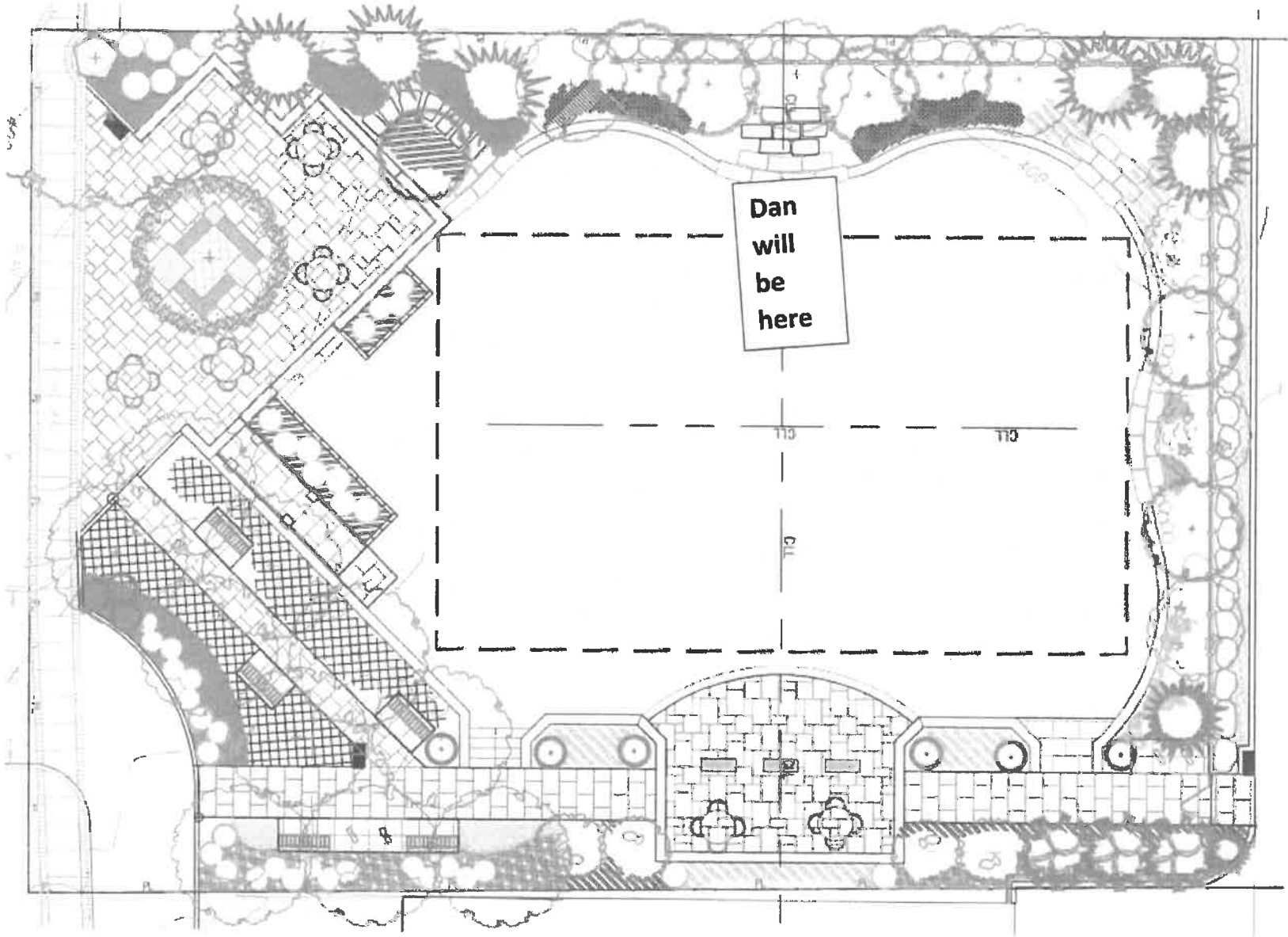
**4.2.24**

(signature)

(date)

**Katherine Long**

(printed name)



Dan  
will  
be  
here

110

110

110

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle, Town Clerk  
**Cc:** Louis Fusco  
**Date:** April 30, 2024  
**Re:** Special event permit application for RPS award ceremony

---

Please consider the attached special event permit application for the Rewarding Potential Scholarship award ceremony, tentatively scheduled for 4:30 – 6:00 pm on June 23 at the Village Green.



**APPLICATION REVIEW SUMMARY – RPS award ceremony**

<b>APPROVAL</b>	<b>DEPARTMENT</b>	<b>CONDITIONS/COMMENTS</b>	<b>TOWN RESOURCES</b>	<b>COSTS</b>
Approved	Police	<ul style="list-style-type: none"><li>• No impact on Police Department scheduling</li></ul>	N/A	N/A
Approved	Building	<ul style="list-style-type: none"><li>• No tents larger than 10'x10'</li></ul>	N/A	N/A
Approved	Maintenance	N/A	N/A	N/A
Approved	Recreation	No schedule conflicts	N/A	N/A



## SPECIAL EVENT PERMIT APPLICATION

### Instructions for Applicants

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. If you would like to hold an event that meets any of these conditions, you need to apply for a Special Event Permit. (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 circulating the application to various department heads and compiling their feedback, 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](mailto:townclerk@townofpoundridge.com); 914-764-5549).

#### Instructions

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. Submit your application and any supporting documents to the Town Clerk.
3. Attend the Town Board meeting when your application will be considered.
4. If the application is approved, you may still need to satisfy certain conditions for a permit to be issued or for your permit to be valid. Make sure you meet any conditions that are specified.
5. Make sure you have received a permit prior to your event.



## SPECIAL EVENT PERMIT APPLICATION

### 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:	Louis Fusco for Rewarding Potential scholarship committee
Applicant Type:	Non-Profit Bedford/Pound Ridge organization
Address:	L Fusco 22 Woodland Rd Pound Ridge
Mailing Address:	
Phone Number:	914 263-2021
Email Address:	lfusco@louisfusco.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:	RPS scholarship award ceremony.
Event Type:	Award ceremony and get together
Description:	social gathering and honoring of award recipients and recent grads.
Purpose:	promoting awareness and local student achievement

Event Date:	June 23rd	Alternate Date:	
Event Start Time:	4:30PM	Event End Time:	
Setup Start Time:	4PM	Setup End Time:	
Takedown Start:	6PM	Takedown End:	

Location(s):	Pound Ridge green 77 Westchester		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Parking location(s):			
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Road closure(s) requested:	NO
Closure times requested:	

Admission fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Parking fee?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>VENDORS/LICENSES</b>
-------------------------

Will the event include food and/or beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any food or beverages be served without charge in conjunction with the event?		
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Will the event include non-food vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will the event include alcoholic beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any alcohol be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include gambling of any kind?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Please note that it is the applicant's responsibility to ensure that any vendors have all required licenses and/or permits.

## CONTACTS

Primary Contact Name:	Louis Fusco		
Cell Phone Number:	914 263-2021	Email Address:	Lffusco@louisfusco.com
Event Day Contact Name:	Louis Fusco		
Cell Phone Number:	914 263-2021	Email Address:	Lffusco@louisfusco.com
Weather Contact Name:	Louis Fusco		
Cell Phone Number:	914 263-2021	Email Address:	Lffusco@louisfusco.com

Note that the weather contact person must be on site throughout the event, and also that it is the responsibility of the organizer to communicate postponements and cancellations to the public.

Please indicate how decisions regarding postponement or cancellation will be made, and how you will respond if sudden severe weather develops while the event is in progress:

## LOGISTICS

<b>CROWD MANAGEMENT</b>		
Anticipated attendance:	20-30 students and their families	
Describe crowd control plan:	Not necessary	
Describe perimeter control plan:	Not necessary	
Emergency services present?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will event be ADA compliant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

<b>VOLUNTEERS</b>	
Indicate number of volunteers:	5-6
Describe role(s) of volunteers:	set up tables, serve cake and drinks and clean up

<b>SANITATION/GARBAGE</b>		
Portable toilets provided:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If so, how many?		
Garbage/recycling bins provided?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Describe garbage/recycling plan:	Will bring in trash bags and remove all trash from event.	

<b>NEIGHBORHOOD IMPACT/NOTIFICATION</b>		
Will there be noise impacts?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will there be amplified music?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will there be light impacts?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Have neighbors been notified?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>STRUCTURES/SAFETY</b>		
Tents or canopies?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Stage or other structures?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Fireworks or open flame?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		

<b>UTILITIES</b>		
Water access needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Electricity needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
WiFi access needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please indicate # of users:		

<b>PROMOTION</b>		
Banner permission requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please indicate location and dates:		
Other signage?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		

<b>TOWN RESOURCES</b>		
Town bus needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please indicate time:		
Barricades or cones needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please specify:		
Other town-owned property needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please specify:		

<b>OUTSIDE RESOURCES</b>		
Outside bus transportation?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Outside parking assistance?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Other outside resources?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		

## SUPPORTING DOCUMENTS

<b>MAPS/PLANS</b>		
<u>Event Site Plan</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<p>The <u>Event Site Plan</u> should include locations of the following if applicable: stages/tents, power/water sources, portable toilets, accessible toilets, medical aid locations, admission sales area, alcohol sales/services, pedestrian pathways, entrances/exits, vendors/riders.</p> <p><b>*PLEASE UPLOAD OR EMAIL SEPARATELY*</b> <span style="float: right;"><b>UPLOAD</b></span></p>		

<u>Parking/Traffic Plan</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<p>The <u>Parking/Traffic Plan</u> should include locations of the following if applicable: road closures, traffic patterns, bus routes/stops, parking payment area, attendee parking, accessible parking, vendor parking, volunteer parking.</p> <p><b>*PLEASE UPLOAD OR EMAIL SEPARATELY*</b> <span style="float: right;"><b>UPLOAD</b></span></p>		

<b>LEGAL DOCUMENTS</b>		
Insurance Certificate(s)	<input type="checkbox"/> Yes	<input checked="" 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

Please note that it is the applicant's responsibility to obtain insurance naming the town as an additional insured.

## DEPOSIT/FEEES

Damage Deposit Paid (Indicate Amount):		
Waiver Requested:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Application Fee Paid (Indicate Amount):		
Waiver Requested:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> 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 for a permit to be issued, and to remain valid. Furthermore, that under no circumstances may the event take place unless and until a permit has been issued.

X

Louis Fusco

(Printed Name)

4/29/24

(Date)

SUBMIT

## Town Clerk's Office

### MEMORANDUM

**To:** Town Board  
**From:** Erin Trostle, Town Clerk  
**Cc:** Andrea Russo; Melissa Farella  
**Date:** May 2, 2024  
**Re:** Special event permit application for Summer Solstice Yoga

Please consider the attached special event permit application from the Recreation Department for a one-day Summer Solstice Yoga program tentatively scheduled to be held at the Village Green on June 20. The Maintenance Department has been informed, and the Police Chief has indicated that there will be no impact on patrol schedules.

### APPLICATION REVIEW SUMMARY – Summer Solstice Yoga

APPROVAL	DEPARTMENT	CONDITIONS/COMMENTS	TOWN RESOURCES	COSTS
Approved	Police	• No impact on police assignments.	N/A	N/A
Approved	Maintenance	N/A	N/A	N/A



## SPECIAL EVENT PERMIT APPLICATION

### 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:	Recreation Department
Applicant Type:	Summer Solstice Yoga - The Green
Address:	179 Westchester Ave
Mailing Address:	179 Westchester Ave
Phone Number:	914-764-0947
Email Address:	mfarella@townofpoundridge.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:	Summer Solstice Yoga on The Green
Event Type:	Yoga
Description:	Please see attached flyer
Purpose:	

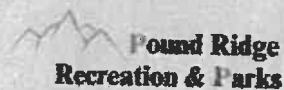
# Summer Solstice Yoga



LET'S CELEBRATE THE  
SUMMER SOLSTICE  
TOGETHER WITH  
YOGA IN THE PARK!



JOIN ANDREA PETRONI AT  
THE GREEN



**Pound Ridge  
Recreation & Parks**

77 WESTCHESTER AVE  
POUND RIDGE, NY



THURSDAY, JUNE 20TH  
4:30PM

\$25/PERSON

BRING YOUR OWN MAT

REGISTER AT

[WWW.MINDFULDRIFTYOGA.COM](http://WWW.MINDFULDRIFTYOGA.COM)

Event Date:	June 20th	Alternate Date:	N/A
Event Start Time:	4:50 PM	Event End Time:	6:00 PM
Setup Start Time:	4:00 PM	Setup End Time:	6:30 PM
Takedown Start:		Takedown End:	

Location(s):	The Green		
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Parking location(s):			
On private property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Road closure(s) requested:	
Closure times requested:	

Admission fee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Parking fee?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

<b>VENDORS/LICENSES</b>
-------------------------

Will the event include food and/or beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any food or beverages be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include non-food vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will the event include alcoholic beverage vendors?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number, if any:
Will any alcohol be served without charge in conjunction with the event?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Will the event include gambling of any kind?		
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Please note that it is the applicant's responsibility to ensure that any vendors have all required licenses and/or permits.

**SANITATION/GARBAGE**

Portable toilets provided:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If so, how many?		
Garbage/recycling bins provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Describe garbage/recycling plan:		

**NEIGHBORHOOD IMPACT/NOTIFICATION**

Will there be noise impacts?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will there be amplified music?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will there be light impacts?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Have neighbors been notified?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**STRUCTURES/SAFETY**

Tents or canopies?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Stage or other structures?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Fireworks or open flame?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		

**UTILITIES**

Water access needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
Electricity needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please describe:		
WiFi access needed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, please indicate # of users:		

## SUPPORTING DOCUMENTS

### MAPS/PLANS

<u>Event Site Plan</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------	------------------------------	--

The Event Site Plan should include locations of the following if applicable: stages/tents, power/water sources, portable toilets, accessible toilets, medical aid locations, admission sales area, alcohol sales/services, pedestrian pathways, entrances/exits, vendors/riders.

\*PLEASE UPLOAD OR EMAIL SEPARATELY\*

**UPLOAD**

<u>Parking/Traffic Plan</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
-----------------------------	------------------------------	--

The Parking/Traffic Plan should include locations of the following if applicable: road closures, traffic patterns, bus routes/stops, parking payment area, attendee parking, accessible parking, vendor parking, volunteer parking.

\*PLEASE UPLOAD OR EMAIL SEPARATELY\*

**UPLOAD**

### LEGAL DOCUMENTS

<u>Insurance Certificate(s)</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
---------------------------------	------------------------------	--

<u>Indemnity Agreement(s)</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
-------------------------------	------------------------------	--

<u>Permits/Licenses (other than for vendors)</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
--	------------------------------	--

Please note that it is the applicant's responsibility to obtain insurance naming the town as an additional insured.

## DEPOSIT/FEEES

<u>Damage Deposit Paid (Indicate Amount):</u>		
<u>Waiver Requested:</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<u>Application Fee Paid (Indicate Amount):</u>		
<u>Waiver Requested:</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle, Town Clerk  
**Cc:** Lisa Miller  
Andrea Russo  
Melissa Farella  
**Date:** April 30, 2024  
**Re:** PRBA/Recreation Department Butterfly contest

---

PRBA President Lisa Miller requests permission to organize a butterfly contest in Scotts Corners in collaboration with the Recreation Department. Please see the attached email for details.



## Erin Trostle

---

**From:** Lisa Miller <lisamariemiller1962@gmail.com>  
**Sent:** Friday, April 26, 2024 5:21 PM  
**To:** Erin Trostle; Diane Briggs  
**Cc:** Andrea Russo; Melissa Farella  
**Subject:** Butterfly Contest

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Memo;  
Butterfly Contest in Town

This event will be a collaboration between PRBA & The PR Recreation Department.

Event-Community Event for residents and business owners. This event would be similar to the 2023 Scarecrow Contest by the Recreation Department. The Recreation department would organize contestants and assign QR Codes. The PRBA will help with collecting displays at drop off and work with maintenance the day they are to be put up.

Dates & Time to be determined upon approval  
(Ideally 2 weeks for submissions)

Where;  
Butterfly Contest would take place throughout the Business District. Designs will go on lampposts on Westchester Avenue. Local businesses will also be participating by decorating their businesses.

Melissa Farella has gotten approval from  
Jim Perry  
Jonah  
PRBA would pay 1 maintenance worker to hang designs on lampposts

No fee required for participants.

Please reach out with any questions or concerns.

Lisa Miller  
PRBA President

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle  
**Cc:** Cemetery Commissioner Vinnie Duffield  
**Date:** May 1, 2024  
**Re:** ASPIRE Intern

---

With the support of the Cemetery Commissioner, I am requesting permission to have a Fox Lane High School student perform a survey of monuments in the Pound Ridge Cemetery. This project would fulfill the requirements of Fox Lane's ASPIRE (A Senior Program for Internships, Research & Enrichment) Program. The student who would like to take on the project is a Pound Ridge resident who has worked as a counselor at the town camp and who has a particular interest in local history.

Until recently, records for the cemetery have been fragmented and difficult to search. However, within the last two years, information from maps, notecards, deeds, burial transit permits, and sale records has been compiled in a searchable database. We now have good documentation of plot ownership, but information about burials remains incomplete.

In Section 2 (near the flagpole), many plots have been passed down to the second or third generation of a family. When we receive calls about funeral arrangements, it is often necessary for the Cemetery Commissioner to go to the cemetery to inspect headstones to determine locations of existing burials. Adding information about existing monuments to the database would eliminate the need for those trips.

The proposed project for the ASPIRE intern would include the following:

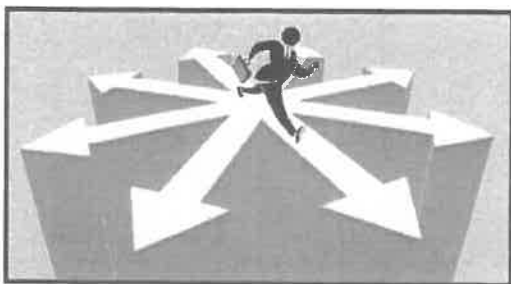
1. Photographing each monument (headstones and footstones) in Sections 2 and 3 of the cemetery
2. Recording the location of each monument on a plot plan
3. Transcribing monument inscriptions
4. Adding photographs, plans, and transcribed inscriptions to the existing database

*What is*

# ASPIRE?

The ASPIRE program at Fox Lane High School is an unpaid, culminating experience to enrich a student's high school career. ASPIRE offers students release time from school to gain knowledge outside of the classroom. The six-week program provides students with a hands-on learning opportunity to gain experience in a career of their choice.

With the help of the ASPIRE coordinators, Fox Lane students find internships or research projects that are best suited for their interests.



## BUILDING SCHOOL & BUSINESS PARTNERSHIPS

ASPIRE at Fox Lane High School depends on support and participation from area businesses. If you would be willing to serve as a site supervisor to a Fox Lane student, please call:

**Deborah Rispoli, ASPIRE Coordinator**  
Fox Lane High School  
PO Box 390  
Bedford, NY 10506  
drispoli0927@bcsdny.org  
(914) 241-6037



*All students who participate in ASPIRE are covered under Fox Lane's insurance policy.*

# A Senior Program For Internships Research & Enrichment

**FOX LANE HIGH SCHOOL**



**“excellence  
in education”**

**“excellence in education”**

## WHAT ARE THE BENEFITS OF ASPIRE?

### STUDENTS

- ▶ Learn now if they are suited for a particular career area.
- ▶ Gain an understanding of the importance of work ethics, timeliness, and good study habits.
- ▶ Have opportunities to improve their teamwork and human relations skills.
- ▶ Will be better prepared to make career choices.
- ▶ Will understand the world of work and prepare for successful careers.
- ▶ Will be more motivated, goal-oriented, and committed to school.
- ▶ Learn that work can provide rewards beyond the monetary ones.

### BUSINESSES

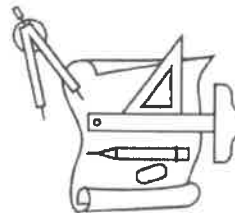
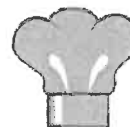
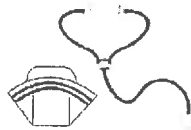
- ▶ Contribute to the development of tomorrow's leaders, employees, and consumers.
- ▶ Enrich their community involvement programs.
- ▶ Enhance their company image as a caring business neighbor.



## WHAT KINDS OF INTERSHIPS ARE AVAILABLE?

Fox Lane's ASPIRE coordinators work with area businesses to provide a wide array of career experiences for Fox Lane students. Here is a sample of career fields in which students might wish to intern:

- |                               |                       |
|-------------------------------|-----------------------|
| → accounting                  | → journalism          |
| → architecture                | → law                 |
| → communications              | → law enforcement     |
| → computer programming        | → mechanics           |
| → education                   | → medicine            |
| → engineering                 | → nursing             |
| → graphic arts                | → photography         |
| → hotel/restaurant management | → physical therapy    |
| → interior design             | → scientific research |
| → investments                 | → social work         |
|                               | → veterinary medicine |
|                               | → web page design     |



## HOW DOES AN INTERNSHIP WORK?

### INTERNS

- ◆ Select career areas.
- ◆ Are matched with site supervisors.
- ◆ Meet with coordinators for guidance and instruction.
- ◆ Are required to complete a minimum of 30 hours of on-site interning per week for a full-day release and 15 hours per week for a half-day release.
- ◆ Maintain journals of their experiences.
- ◆ Are evaluated by their site supervisor, mentor, and coordinator.
- ◆ Prepare a final presentation.



ASPIRE was undertaken in response to the voices of teachers, parents, and students advocating for this type of program. US Department of Labor regulations are followed and the program is run by Certified Work-Based Learning Coordinators.

# ASPIRE

## MEMORANDUM OF AGREEMENT

1. This establishes an agreement between \_\_\_\_\_ and \_\_\_\_\_ (sponsoring business) The Fox Lane High School regarding the non-paid internship experience of \_\_\_\_\_ in the ASPIRE Program. (name of student)
2. Appropriate general safety/health instruction specific to the intern's *on-the-job* experience at each job station will be provided to the intern by the sponsoring business/agency.
3. An *on-the-job* mentor will be identified and assigned to the intern for the duration of the internship program. In addition, a mentor will be designated for each different career area/job station the student rotates through.
4. After appropriate discussion, any party may elect to discontinue this agreement at any time.
5. This program will comply with all Federal and State Labor Department and New York State Education Department laws/regulations.
6. Students will be accepted into this program and otherwise treated without regard to age, color, religion, creed, disability, marital status, national origin, race, gender, or sexual orientation.
7. This internship program/experience will comply fully with **all** of the following six criteria points, which are outlined in the United States Department of Labor's ***Employment Relationships Under the Fair Labor Standards Act--***

Whether trainees or students are employees of an employer under the Fair Labor Standards Act will depend upon all of the circumstances surrounding their activities on the premises of the employer. If **all** of the following criteria apply, the trainees or students are **not** considered employees within the meaning of the Act:

- a) the training, even though it includes actual operation of the facilities of the employer, is similar to that which would be given in a vocational school;
- b) the training is for the benefit of the trainees or students;
- c) **the trainees or students do not displace regular employees, but work under their close observation;**

- d) the employer that provides the training derives no immediate advantage from the activities of the trainees, and on occasion his operations may actually be impeded;
  - e) the trainees or students are not necessarily entitled to a job at the conclusion of the training period; and
  - f) the employer and the trainees or students understand that the trainees or students are not entitled to wages for the time spent in training.
8. This internship experience will comply fully with **all** of the following **General Operational Guidelines** established by the New York State Department of Labor, the New York State Education Department, and the United States Department of Labor:
- a) This is open to students who are in Grade 12. Working papers are required for students under the age of 18.
  - b) Interns may not be placed in any of the Prohibitive/Hazardous Occupations outlined by the New York State and/or U.S. Departments of Labor.
  - c) The on-the-job segment of the internship may not be provided in a school setting (unless the student is seriously considering a career in the field of education, e.g., teacher, guidance counselor, principal, superintendent); it is the intent of this program to place the student in an outside business/industry enterprise, government agency, or private not-for-profit agency.
  - d) Where appropriate, the intern may split time between two or more employers.
  - e) The student's internship must be covered under the sponsoring educational agency's insurance provisions.
  - f) The student must keep a Daily Journal, according to the criteria developed by the ASPIRE coordinators, of on-the-job internship activities.
  - g) The internship program must be supervised/coordinated by a teacher certified to teach Occupational Education subjects if it is a discipline-specific program; or by a certified Diversified Cooperative Education Coordinator if the program spans more than one educational discipline.
  - h) The time spent in the on-the-job portion of the internship must not exceed the applicable New York State Department of Labor hour regulations governing the paid employment of minors, with the additional requirement that the internship experience cannot exceed 10:00 p.m. Also, the student may not be simultaneously employed by the business/agency sponsoring the internship.

- i) The student intern may not be simultaneously enrolled in a paid Cooperative Occupational Education Program, a General Education Work Experience Program, or a Work Experience Career Exploration Program while participating in ASPIRE.
9. Failure to comply with all of the aforementioned guidelines concerning the on-the-job activities of a minor in a non-paid training experience/program could result in the educational agency being liable for the payment back of wages.

I, the undersigned, understand and accept all of the aforementioned conditions related to my participation in ASPIRE.

\_\_\_\_\_  
(Signature of Site Supervisor)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Coordinator)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Intern)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Parent/Guardian)

\_\_\_\_\_  
(Date)

# CLAIM

**TOWN OF POUND RIDGE**  
**POUND RIDGE NY 10576**



**PURCHASE ORDER NO.:**

**DATE: 5/1/2024**

**CLAIMANT'S  
 NAME  
 AND  
 ADDRESS**

Anibal Mistorni  
 57 Eastwoods Road  
 Pound Ridge, NY 10576

**VENDOR #:** 999999

APPROPRIATION	AMOUNT	VOUCHER #
T-31-3102	\$4,000.00	
<b>TOTAL</b>	<b>\$4,000.00</b>	

DATES	DESCRIPTION OF MATERIALS OR SERVICES	QUANTITY	UNIT PRICE	AMOUNT
2/1/2024	Release of Bond #2000-42	1	\$4,000.00	\$4,000.00
	\$4,000 held by the Town for the WCC			\$0.00
	for property located at 10 Pheasant Road West			\$0.00
				\$0.00
				\$0.00
	Conditions of wetlands permit have been completed and			\$0.00
	the inspection of the project was satisfactory.			\$0.00
				\$0.00
	Payable to Anibal Mistorni, mail to 57 Eastwoods Road			\$0.00
	Pound Ridge, NY 10576			\$0.00
			<b>TOTAL</b>	<b>\$4,000.00</b>

### CLAIMANT'S CERTIFICATION

I, \_\_\_\_\_, certify that the above account in the amount of \$4,000.00 is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

5/1/24 *per office notes of Mr. Mistorni*  
 date signature title  
*to research bond from 2000*

### SPACE BELOW FOR TOWN USE

#### DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

5/1/24 *Charles C. Davis*  
 date authorized official  
*WCC Admin*

#### APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

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



**Christeen Dur**

---

**To:** Christeen Dur  
**Subject:** WCC bond refund request Mistorni

**From:** Jim Perry  
<jperry@townofpoundridge.com>  
**Sent:** Wednesday, May 1, 2024 2:22 PM  
**To:** Christeen Dur  
<cdur@townofpoundridge.com>  
**Subject:** RE: WCC bond refund request Mistorni

All work on that project was completed and inspected by my department and found to be in compliance with their WCC permit requirements.

James Perry

**From:** Christeen Dur  
<cdur@townofpoundridge.com>  
**Sent:** Wednesday, May 1, 2024 1:45 PM  
**To:** Jim Perry <jperry@townofpoundridge.com>

**Subject:** WCC bond refund request Mistorni  
**Importance:** High

Hi Jim

Mr. Anibal Mistorni requested a bond refund for a his renovation and addition project at 10 Pheasant Road West that was approved by the Water Control Commission in October 2000. He paid a \$4,000 bond in December 2000, bond #2000-42. The project received a C of O when it was completed. The bond will be mailed to his new address at 57 Eastwoods Road.

Since he is no longer in touch with the design professional from 2000, please reply with your approval to refund the bond.

Thank you. Christeen

Christeen CB Dür  
Grants Coordinator & Administrator  
Planning Board & Water Control Commission

	Kevin	Ali	Dan	Diane	Namasha	Other
Boards & Commissions						
Audit Bills					X	
Board of Assessment Review		X				
Board of Ethics	X					
Conservation Board			X			
Drug Abuse Prevention Council				X		
Economic Development Committee				X		
Energy Action Committee			X			
Highway & Maintenance				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		
Other						
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						Tom Mulcahy
Wireless Communication				X		
Water Wastewater Task Force		X				