

**MINUTES OF THE JUNE 17, 2025 MEETING OF THE TOWN BOARD OF THE TOWN OF POUND RIDGE HELD AT 179 WESTCHESTER AVENUE, POUND RIDGE, NEW YORK, AND VIA ZOOM VIDEOCONFERENCE, COMMENCING AT 7:30 PM**

PRESENT: SUPERVISOR KEVIN HANSAN  
DEPUTY SUPERVISOR/COUNCILPERSON DIANE BRIGGS  
COUNCILPERSON ALISON BOAK  
COUNCILPERSON NAMASHA SCHELLING  
COUNCILPERSON DANIEL PASCHKES (via Zoom videoconference)

ALSO

PRESENT: TOWN ATTORNEY WILLIAM HARRINGTON  
TOWN CLERK ERIN TROSTLE

**I. CALL TO ORDER OF REGULAR MEETING**

Supervisor Hansan called the meeting to order at 7:36 pm.

**II. EXECUTIVE SESSION**

There will be an executive session at 6:30 pm on Tuesday, July 1, 2025.

**III. ANNOUNCEMENTS**

- The second Food Truck Friday of the season is scheduled for this Friday, June 20 from 5:00 to 9:00 pm.
- The town's annual July 4 fireworks celebration will be held on Saturday, June 28 at the Town Park. Parking passes are required; they are available at the Police Department.
- The Rec Department's annual 5K Road Race will also take place on June 28, starting at 9:00 am at Pound Ridge Elementary School. Registration is online via Community Pass.
- The Rec Department will also host an end-of-school bash on Wednesday, June 25, from 5:00 pm to 7:00 pm.
- The annual Senior Picnic and Barbecue will be held on Thursday, June 26, from 11:30 am to 2:00 pm in the courtyard at the Market Square. Please RSVP by June 18. More volunteers are still needed.

**IV. MINUTES**

**Board Action:** Motion by Councilperson Boak, seconded by Councilperson Schelling, all voting aye, to approve the minutes of the May 20, 2025 and June 3, 2025 Town Board meetings.

**V. PUBLIC COMMENT I**

Resident John McCown, of 25 Miller Road, spoke about differences between reports related to water infrastructure in the business districts.

Resident Katherine Biagiarelli, of 315 Salem Road, commented on maintenance issues at Conant Hall.

**VI. PUBLIC HEARING – Proposed Police Department policy on immigration enforcement and discrimination**

Supervisor Hansan explained that the proposed policy documents procedures that have been in place for many years and that the purpose of codifying the procedures is to encourage individuals who may have been victims of a crime to feel safe regardless of their immigration status when contacting the Police Department.

Councilperson Schelling thanked Police Chief Thomas Mulcahy for writing the proposed policy.

**Board Action:** Motion by Councilperson Boak, seconded by Councilperson Paschkes, all voting aye, to open the public hearing.

Chief Mulcahy explained that the policy is intended to remove barriers that might prevent people from approaching the Police Department. There is nothing new in the policy, and everything in it follows state law.

Resident Judy Ostrow, of 367 Long Ridge Road, asked how she could get a copy of the policy and was provided with one so that she could review it.

Resident Joe Simonetti, of 26 Bob Hill Road, stated that the country is better off with than without the estimated eleven million immigrants who are undocumented.

Resident Adam Dorn, of 5 South Bedford Road, noted that many of us descend from recent immigrants and expressed concern for people who live and work in Pound Ridge who may be targeted by the federal government.

Resident Alex Mouraviskiy, of 8 Upper Shad Road, said that the law must apply equally to everyone regardless of status. He thanked Chief Mulcahy for documenting departmental policy, and said that without such written policies, we risk descending into lawlessness.



Resident Wendy Reingold, of 52 West Lane, described how Neighbors Link in Mount Kisco promotes the integration of immigrants into the community and encouraged anyone who might be interested to consider volunteering for that organization.

Resident Jessica Watts, of 42 Shad Road West, said thanked the Town Board and Chief Mulcahy for working to implement a policy that is reassuring to her young son.

Having reviewed the policy, Ms. Ostrow stated that federal authorities in unmarked vehicles have removed people from other communities and said she would like to know what can be done to prevent such things from happening in Pound Ridge.

**Board Action:** Motion by Councilperson Boak, seconded by Councilperson Schelling, all voting aye, to close the public hearing.

Councilperson Paschkes suggested that the second paragraph of the policy should include the phrase “and to not dissuade individuals from calling for emergency services when needed” and that the word “matter” in the final paragraph should be “matters.”

**RESOLUTION 150-25**

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

RESOLVED, that the Town Board hereby approves the following Police Department policy, as amended:

**General Order 76  
Immigration Status**

**I. PURPOSE AND SCOPE**

To establish procedures to be followed by Sworn Members when encountering a person who actually has or is suspected to have entered or remained in the United States unlawfully.

To encourage crime reporting and cooperation in the investigation of criminal activity and to not dissuade individuals from calling for emergency services when needed, all individuals, regardless of their immigration status, must feel secure that in contacting or being addressed by members of the Pound Ridge Police Department will not lead to an immigration inquiry and/or deportation.

## II. POLICY

It is the policy of the Town of Pound Ridge Police Department that Sworn Members shall not engage in enforcement activities solely for the purpose of enforcing federal immigration law nor detain persons based solely upon suspicion that such persons have entered or remained in the United States unlawfully.

## III. PROCEDURE

### General:

1. Department members will provide police services to all persons in the Town of Pound Ridge, regardless of their citizenship status.
2. ***Except as otherwise provided herein***, Sworn Members shall not stop, question, interrogate, investigate, or arrest an individual based solely on any of the following:

- a. Actual or suspected immigration or citizen status; or
- b. A civil immigration warrant, administrative warrant, or an immigration detainer (collectively, Immigration Detainers”) in the individual’s name, including those identified in the National Crime Information Center (NCIC) database.

***NOTE: Immigration Detainers are not criminal warrants issued by a judge and may not provide sufficient basis to detain an individual or to prolong the detention of an individual detained for other reasons.***

2. Sworn Members shall not inquire about the immigration status of an individual, including a crime victim, a witness, or a person who calls or approaches them or any other Sworn Members seeking assistance, unless necessary to investigate criminal activity by that individual.
3. Unless acting pursuant to a legitimate law enforcement purpose that is unrelated to the enforcement of a civil immigration law, no department member shall assist with or permit U.S. Immigration and Customs Enforcement (ICE) agent’s access to a person being detained by, or in custody of, the Department or a Department member.
5. In the absence of a judicial warrant, Pound Ridge Police Department may in its discretion notify federal immigration

authorities in advance of an individual's release from custody, without extending their detention, if:

- a. There is probable cause to believe that the individual has illegally re-entered the country after a previous removal or return as defined by 8 USC §1326, and
  - b. The individual has been convicted of a specifically enumerated set of serious crimes under the New York Penal Law (eg: Class A felony, Attempt of a Class A felony, Class B felony, etc) or
  - c. A federal crime or crime under the law of another state that would constitute a predicate felony conviction, as defined under the New York Penal Law, for any of the preceding felonies; or
  - d. There is probable cause to believe that the individual has or is engaged in terrorist activity
6. The Pound Ridge Police shall limit the information collected from individuals concerning immigration or citizenship status to that necessary to perform agency duties and shall prohibit the use or disclosure of such information in any manner that violates federal, state, or local law.
7. Any denial of a request from ICE for assistance in matters that are based solely on the enforcement of a civil immigration law and have no other legitimate law enforcement purpose will be documented in the Department's Records Management System

## **VII. NEW BUSINESS**

### **A. Supervisor**

Supervisor Hansan explained that the Assessor's term expires in September of 2025.

Resident Nick Cianciola, Sr., of 29 Autumn Ridge Road, objected to the idea of seeking additional candidates for the office of Assessor.

Resident Deborah Damascus, of 118 Brook Farm Road East, spoke in support of the current Assessor and expressed the view that the culture of the Town House has changed in a negative way.

**1. Advertisement for additional qualified Assessor candidates**

**RESOLUTION 151-25**

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

RESOLVED, that the Town Board hereby approves the advertisement for additional qualified candidates to be considered for the six-year Assessor term commencing October 1, 2025.

**2. Promotion of Rosemarie d’Arcy to the title of Senior Office Assistant (Office Manager)**

**RESOLUTION 152-25**

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

RESOLVED, that the Town Board hereby promotes Rosemarie d’Arcy to the title of Senior Office Assistant (Office Manager) in the Building Department at her current salary, effective June 18, 2025.

**3. CREST grant funding for bus purchase**

**RESOLUTION 153-25**

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

WHEREAS the Town of Pound Ridge, New York (hereinafter the "Town") has established the public benefit of purchasing a replacement for the existing Community Bus (hereinafter the "Project"); AND

WHEREAS the Town plans to undertake the Project due to the fact that the existing Community Bus is nearing the end of its useful life; AND

WHEREAS the Project will enable the Town provide transportation for senior programs and other town and community events that support arts, cultural, educational, recreational, economic development, and other purposes related to the improvement of the Town; AND

WHEREAS the Project has been reviewed by the Recreation Commission of the Town of Pound Ridge and the Town Board of the Town of Pound Ridge, and both support the Project as currently planned; AND

WHEREAS the total cost of the Project is estimated at \$122,000; AND

WHEREAS the Town has the opportunity to apply for and receive grant funds from the Dormitory Authority of the State of New York (DASNY) via the New York State Legislature in an amount up to \$122,000 to cover the Project cost; NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Pound Ridge hereby authorizes the Town Supervisor to request that Assembly Member Chris Burdick and Senator Shelley Mayer each nominate the Town for DASNY funding for half of the total Project cost and to sign and submit all associated paperwork required.

#### **4. Proclamation to recognize Eagle Scout Ryan Decker**

##### **RESOLUTION 154-25**

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

RESOLVED, that the Town Board hereby authorizes the Supervisor to create and sign a proclamation recognizing Ryan Decker for achieving the rank of Eagle Scout.

#### **B. Finance Department**

##### **1. Workers' Comp renewal**

##### **RESOLUTION 155-25**

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

RESOLVED, that the Town Board hereby approves the renewal of the town's workers' compensation funding contribution to the Comp Alliance at an annual rate of \$105,980 for the two-year period from July 1, 2025 through June 30, 2027.

##### **2. Budget transfers**

##### **RESOLUTION 156-25**

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

RESOLVED, that the Town Board hereby approves the following budget transfers:

<u>Budget line</u>	<u>Department</u>	<u>Account</u>	<u>Transfer to</u>	<u>Transfer from</u>
001.1310.0103	Finance	Wages	\$25,000.00	
001.1320.0410	Auditor	Professional Services	\$20,000.00	

001.1310.0102	Finance	Accountant		\$45,000.00
001.6772.0410	Programs - Disabled	N.E.W	\$60.00	
001.7180.0402	Pool	Telephone	\$500.00	
001.7450.0400	Museum	Expenses	\$700.00	
001.3020.0400	Communications	Expenses	\$3,000.00	
001.1990.0400	Contingency	Expenses		<u>\$4,260.00</u>
		Totals:	\$49,260.00	\$49,260.00

### C. Highway Department – Sale of surplus equipment

#### RESOLUTION 157-25

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

RESOLVED, that the Town Board hereby authorizes the Highway Superintendent to sell the following surplus equipment through Auctions International: five parts trucks, one water pump, one trailer, and two police vehicles.

### D. Town Clerk

#### 1. Temporary scanning clerk

#### RESOLUTION 158-25

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

RESOLVED, that the Town Board hereby authorizes a transfer of \$7,000.00 from contingency to budget line 001.1410.0103, AND BE IT FURTHER

RESOLVED, that the Town Board approves the hiring of a temporary scanning clerk to work in the Town Clerk's office for up to ten weeks at a rate of \$20.00/hour.

#### 2. Cemetery plot sale

#### RESOLUTION 159-25

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

RESOLVED, that the Town Board hereby authorizes the sale of Plot #399-B in Section 3 of the Pound Ridge Cemetery to former residents Robert and Barbara Carroll, now of 4313 Raccoon Key Court, Johns Island, SC 29544, at a price of \$1,000.

**E. Open Space Acquisition Committee – Appointment of Justin Pogrob**

**RESOLUTION 160-25**

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

RESOLVED, that the Town Board hereby appoints Justin Pogrob as a member of the Open Space Acquisition Committee through 2025.

**VIII. PUBLIC COMMENT II**

Resident John Nathan, of 155 Upper Shad Road, asked for Deborah Damascus's name and was assured that it would be recorded in the minutes.

**IX. FINANCIAL MATTERS – Payment of bills**

**RESOLUTION 161-25**

**Board Action:** Motion by Councilperson Paschkes, seconded by Councilperson Briggs, the motion passing 4–0 with Councilperson Schelling abstaining, on the following:

RESOLVED, that the Town Board hereby authorizes the Supervisor to pay the following claims as detailed in Abstract 12-2024:

Fund	Claim Numbers	Total Amount
General Fund	A00523–A00580	\$194,682.36
Highway Fund	D00123–D00136	\$18,943.59

AND BE IT FURTHER RESOLVED, that the following advance-of-audit payments listed in Abstract 12-2024 are hereby allowed:

Fund	Claim Numbers	Total Amount
General Fund	A00581–A00586	\$14,520.26

**X. ADJOURNMENT:** There being no further business to come before the Town Board, Supervisor Hansan adjourned the meeting at 8:35 pm.

**XI. RECONVENE AS PARKING DISTRICT COMMISSION:** Supervisor Hansan called the meeting to order at 8:35 pm.

**A. Highway Department – Cost estimates for repaving parking lots**

Highway Superintendent Vinnie Duffield presented estimates prepared by the Town Engineer for the repaving of the north and south parking lots in Scotts Corners. There was consensus that the north parking lot (behind Albano's), which needs more work, should be repaved first. Repaving of the south lot (behind the firehouse) should not be done until after construction associated with the firehouse expansion project is complete.

**RESOLUTION 162-25**

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

RESOLVED, that the Town Board hereby authorizes the Highway Superintendent to solicit bids for repaving of the north parking lot in the business district.

**B. Financial Matters – Payment of bills**

**RESOLUTION 163-24**

**Board Action:** Motion by Councilperson Boak, seconded by Councilperson Briggs, the motion passing 4-0 with Councilperson Schelling abstaining, on the following:

RESOLVED, that the Town Board hereby authorizes the Supervisor to pay the following claims as described in Abstract 12-2024:

Fund	Claim Number	Total Amount
Parking District	ST00014–ST00016	\$11,310.75

AND BE IT FURTHER RESOLVED, that the following advance-of-audit claims listed in Abstract 12-2024 are hereby allowed:

Fund	Claim Numbers	Total Amount
Parking District	ST00017–ST00020	\$2,563.31

**XII. ADJOURNMENT:** There being no further business to come before the Parking District Commission, Supervisor Hansan adjourned the meeting at 8:42 pm.

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



# POUND RIDGE POLICE DEPARTMENT CONCEPTUAL DESIGN 2024-2025





**POUND  
RIDGE POLICE  
DEPARTMENT  
CONCEPTUAL  
DESIGN  
2024-25**



# PROJECT UNDERSTANDING

A conceptual design study to explore the feasibility of a new or expanded building for the Pound Ridge Police Department. The study includes the following:

- New or renovated facility should be larger than the existing 1,000sf building.
  - Options shall consider a force of 30 officers.
  - Options shall maintain continuous operations for the Pound Ridge Police Department.
  - Options shall consider the potential of a walk-out basement storage area.
  - It is not anticipated that the building program will include any type of detention cells or restrained holding areas.
- An expanded locker room and increased Police Department storage
- space. A court clerk office and court storage space.
- Headquarters for the Office of Emergency Management and space for a post-event shelter.
  - Office of Emergency Management spaces shall include a training room, storage, and an office.
- Replace septic system.
- Compliance with state-mandated requirements and other requirements as determined by the Police Chief and Building Inspector.
- A cost-effective construction plan.
- Alignment with the character of the Town as outlined in the Comprehensive Plan and the Town Code.





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# PROJECT SCOPE OF WORK

## SURVEY EXISTING FACILITIES + GATHER PROGRAM INFORMATION

- Review existing drawings and reports and meet with the Pound Ridge Police Department administrative/staff officers, Police Chief, Town Supervisor, and Building Inspector to understand how programs are best accommodated and to gain comprehensive knowledge of how the existing buildings are constructed, their current conditions, and shortfalls.
- Perform a visual survey of the existing Police Department Facility.
- Develop a program of spaces that includes the types of spaces required for current and future operational needs.

## ANALYZE DATA + EXPLORE DESIGN OPTIONS

- Generate short-term and long-term space-planning diagrams, pre-schematic floor plans and preliminary cost implications for renovation and expansion versus a new facility.

## EVALUATE + REFINE SELECTED DESIGN OPTION

- After the preliminary design options are reviewed, KG+D will refine the selected design options based on input and feedback from the Pound Ridge Police Department, Police Chief, Town Supervisor, and Building Inspector.
- In addition to the documents created during pre-schematic design phase, a more detailed and refined set of drawings will be assembled.
- Itemized cost budgets will be developed inclusive of project contingencies and a reasonable allowance for professional fees to specify each project.
- KG+D will prepare a final report for the Pound Ridge Police Department.

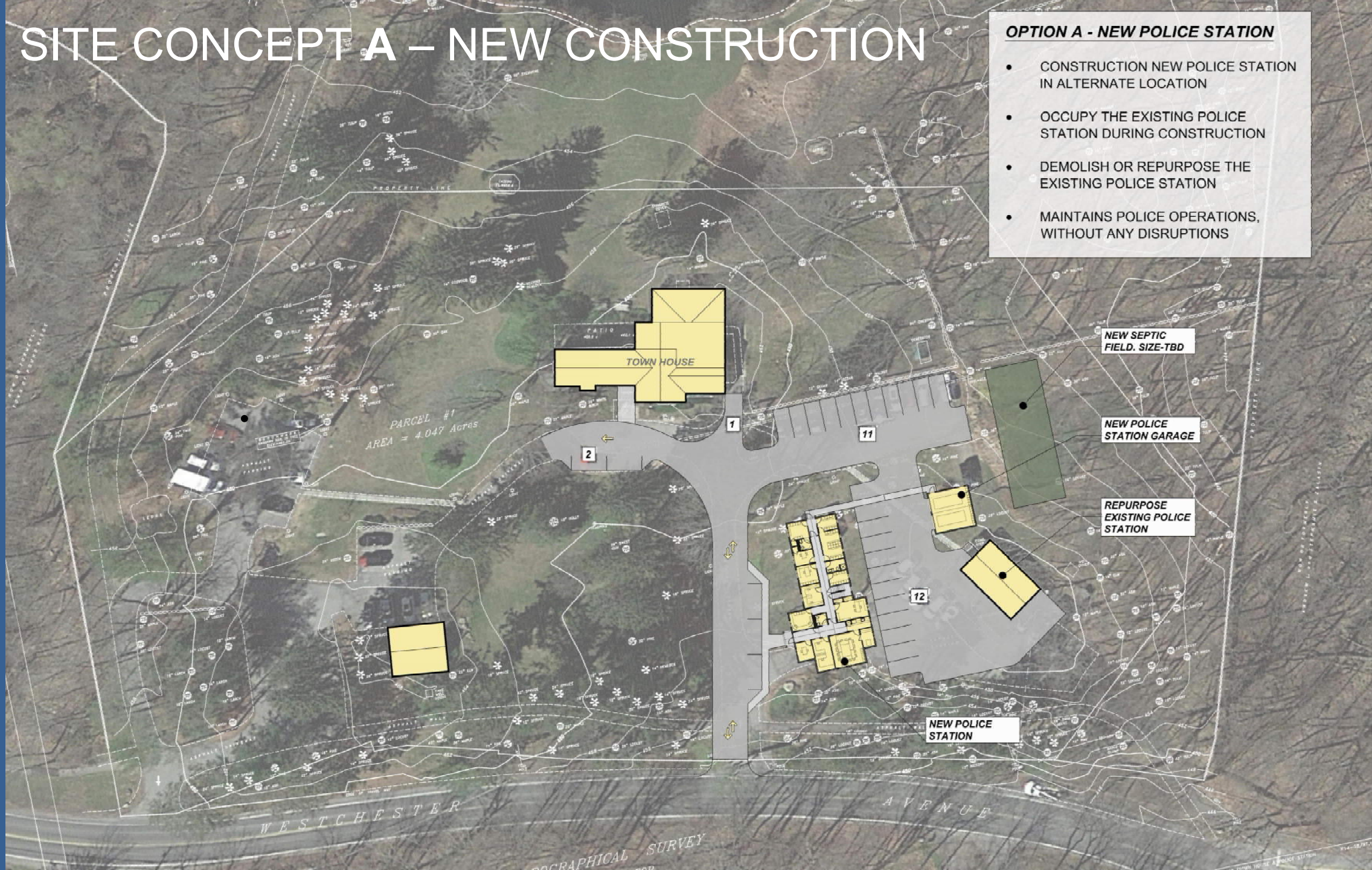




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# SITE CONCEPT A – NEW CONSTRUCTION



## OPTION A - NEW POLICE STATION

- CONSTRUCTION NEW POLICE STATION IN ALTERNATE LOCATION
- OCCUPY THE EXISTING POLICE STATION DURING CONSTRUCTION
- DEMOLISH OR REPURPOSE THE EXISTING POLICE STATION
- MAINTAINS POLICE OPERATIONS, WITHOUT ANY DISRUPTIONS





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**OPTION B - NEW POLICE STATION**

- CONSTRUCTION NEW POLICE STATION IN ALTERNATE LOCATION
- OCCUPY THE EXISTING POLICE STATION DURING CONSTRUCTION
- DEMOLISH OR REPURPOSE THE EXISTING POLICE STATION
- MAINTAINS POLICE OPERATIONS, WITHOUT ANY DISRUPTIONS





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POUND RIDGE POLICE STATION

EXISTING

PROPOSED - OPTION B

NOTES

DESCRIPTION	LOCATION	AREA	-	LOCATION	AREA	DELTA	GENERAL
ZONE 1 - ENTRY AREA							
LOBBY	1FL	70		1FL	85	15	Controlled entry; Transaction windows to Comm Office + Clerk Office New Program
INTERVIEW ROOM				1FL	95	95	
SUBTOTAL (NET SF)		70			180	110	
ZONE 2 - PUBLIC AREA							
ZONE 2 CORRIDOR				1FL	105	105	Controlled Access
COURT CLERK				1FL	180	180	Relocated program from Town Hall
OFFICE OF EMERGENCY MGMT				1FL	320	320	New Program; Also Breakroom/Meeting Room
TOILET				1FL	40	40	ADA compliant
PANTRY				1FL	70	70	Access from corridor and OEM.
JANITOR CLOSET				1FL	10	10	Accessed from Pantry
DATA/COMMUNICATIONS				1FL	70	70	Accessed from OEM
SUBTOTAL (NET SF)		0			795	795	
ZONE 3 - OFFICER AREA							
ZONE 3 CORRIDOR				1FL	260	260	Controlled Access
STAIR					75	75	Controlled Access
COMMUNICATIONS OFFICE	1FL	90		1FL	130	40	2 Workstations; Transaction window to Lobby
POLICE CHIEF'S OFFICE	1FL	98		1FL	185	87	Includes closets
SUPERVISOR OFFICE				1FL	135	135	2 desks for officers
DETECTIVE OFFICE	1FL	83		1FL	105	22	Desk with interview area
JUVENILE ROOM				1FL	100	100	Relocated program; Currently in Town Hall
LOCKER ROOM (M)	1FL	237		1FL	180	-57	Design for a staff of 20; 18"x18"x full height lockers
LOCKER ROOM (M/F)				1FL	90	90	Design for a staff of 10; 18"x18"x full height lockers
GEAR ROOM				1FL	75	75	Includes firearm storage, police equipment not in lockers
BATHROOM	1FL	64		1FL	75	11	ADA compliant
CLOSETS (3)				1FL	30	30	W/in Chief office and Detectives Office
SUBTOTAL (NET SF)		572			1,440	868	
ZONE 4 - PROCESSING AREA							
ZONE 4 CORRIDOR				1FL	125	125	Controlled access; Separate entrance used for suspects, evidence, etc.
ARREST PROCESSING ROOM	1FL	115		1FL	115	0	Fingerprint, Mugshot, Handcuff holding area, Processing Equip.
TOILET				1FL	40	40	ADA compliant
SUBTOTAL (NET SF)		115			280	165	
TOTAL (NET SF)		757			2,695	1,938	
GARAGE/BASEMENT/ATTIC							
UTILITIES/MECHANICAL				BSMT/ATC	TBD		Located in Basement/Attic
STORAGE				BSMT/ATC	TBD		Located in Basement/Attic
GARAGE				-	510		2-bay Garage
SUBTOTAL (NET SF)		0			510	0	



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# FIRST FLOOR PLAN – OPTION A



**FIRST FLOOR PLAN**  
3,000 sf  
(650 sf garage)



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# FIRST FLOOR PLAN – OPTION B



**FIRST FLOOR PLAN**  
3,000 sf  
(650 sf garage)

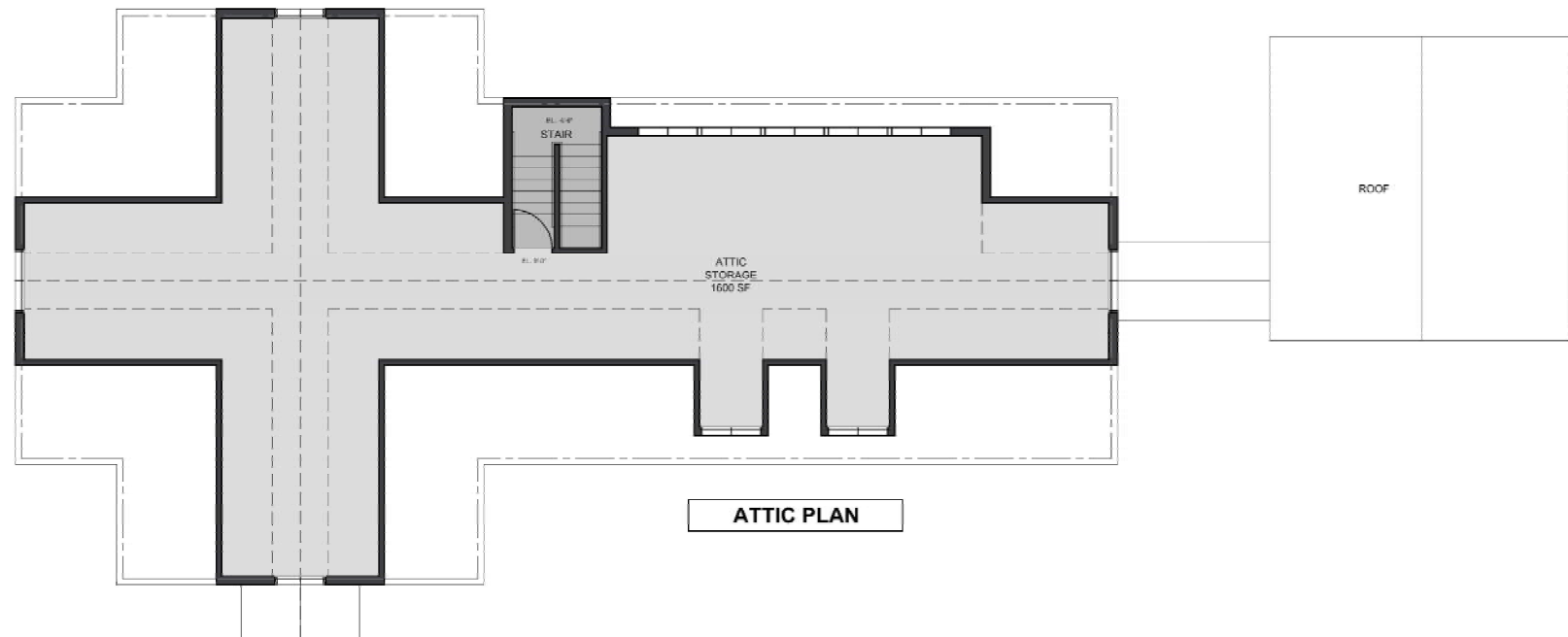
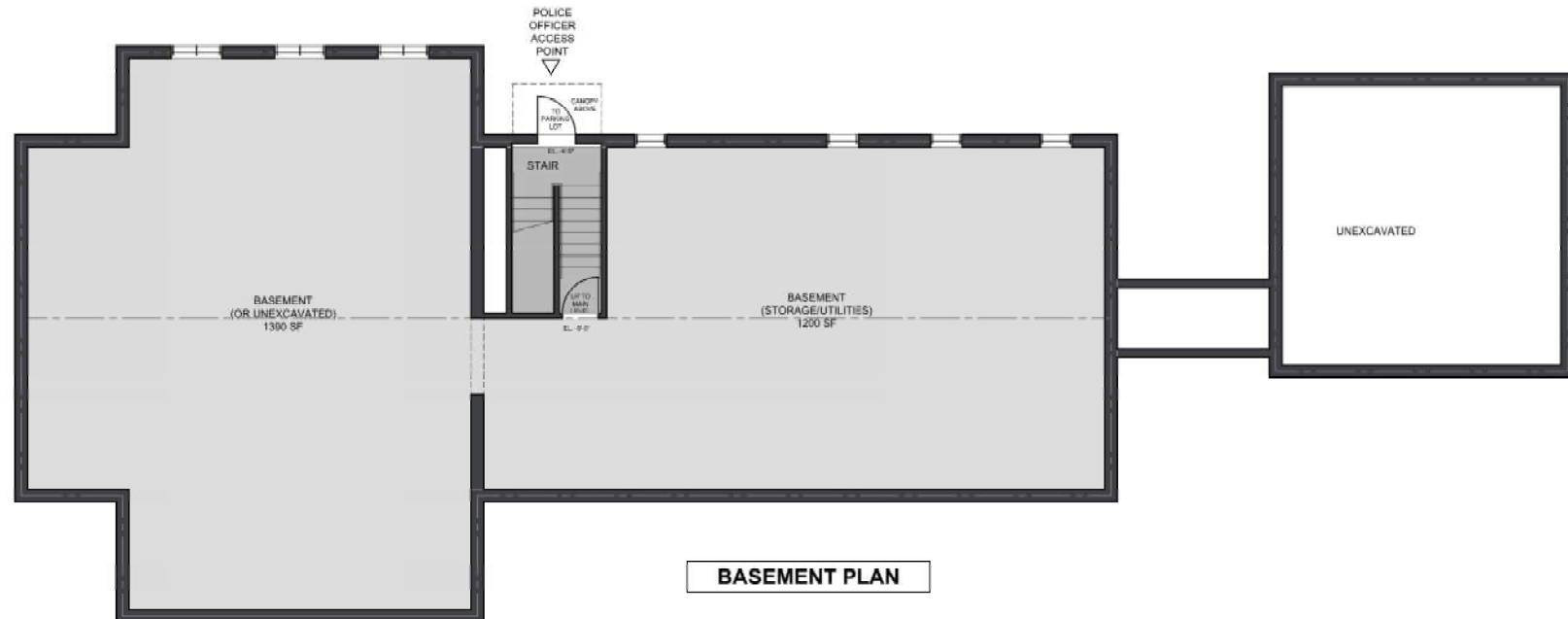




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# BASEMENT/ATTIC PLANS





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# EXTERIOR ELEVATIONS



E EAST ELEVATION  
10' x 14'



3 WEST ELEVATION  
10' x 14'



2 SOUTH ELEVATION  
10' x 14'



1 NORTH ELEVATION  
10' x 14'



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# CONCEPTUAL RENDERING (EAST)







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# CONCEPTUAL RENDERING (SE)







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# CONCEPTUAL RENDERING (SW)







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# CONCEPTUAL RENDERING (NW)







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## Conceptual Cost Estimating - Materials

**Site:** Utilize the west end campus site for pricing purposes. Site pitches 4' to 5' from East to West under footprint of building. Excavate for basement (assume rock removal as bedrock is exposed at south end of footprint). Remove mature trees within construction area. Provide new parking lots (west of proposed building and double load lot on east end of campus). Rework driveway at west end and widen west end curb-cut for two-way traffic. Provide foundation landscape planting.

**Foundations:** Poured in place concrete retaining foundation wall as 75% underground with full basement. Waterproof foundation and include rigid insulation, drainage mat, and footing drain.

**Structure:** All structure will be either wood or metal studs with LVL/wood framing. Construction Type V (5). Plan for full garage (not just covered sallyport).

**Enclosure:** Plywood or Densglas type sheathing with combo rigid insulation and batt infill.

Gyp board interior walls throughout (impact resistant in processing area). Hardi-board siding and detailing.

**Roof:** Architectural grade asphalt shingle roof.

**Windows:** Aluminum clad wood windows (Marvin or similar)

**Doors:** Hollow metal frames and door with glass vision lite.

**Interiors:** LVT (linoleum) flooring; tile floor and partial walls in toilet rooms. Gyp/ACT ceilings.

**Lighting/Electric:** Mostly recessed lighting. Heavy power and data requirement in offices and OEM area.

**HVAC:** Electric, high efficiency, controls.

**Plumbing:** Per drawings. Install new septic field.

**Fire protection:** Provide as alternate.

**Misc. Metals:** Painted metal handrails on stair to basement/attic level.





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BUILDING	
* FOUNDATION	\$384,890
STRUCTURE	\$336,840
ENCLOSURE	\$114,000
ROOF	\$144,000
WINDOWS	\$128,900
DOORS - EXTERIOR	\$78,500
INTERIORS	\$361,455
* LIGHT/ELECTRIC	\$574,500
HVAC	\$255,000
* PLUMBING	\$84,500
* FIRE PROTECTION	\$81,000
MISC METALS	\$58,500
<b>TRADE COSTS (BLDG)</b>	<b>\$2,602,085</b>
ESCALATION - 5%	\$130,104
SUBTOTAL	\$2,732,189
CONTINGENCY - 10%	\$273,219
SUBTOTAL	\$3,005,408
GENERAL CONDITOINS - 10%	\$300,541
SUBTOTAL	\$3,305,949
OH & P - 10%	\$330,595
SUBTOTAL	\$3,636,544
INSURANCE - 3%	\$109,096
<b>BUILDING TOTAL</b>	<b>\$3,745,640</b>

## Conceptual Cost Estimate

### \* INCLUDES:

- \$150K for a Generator
- \$25K for a Septic System
- \$81K for a Sprinkler System
- \$78K for Tel/Data
- \$95K for Security
- \$25K for a Gun Locker
- \$134K for Rock Excavation/full Basement

* SITE	\$365,000
<b>TRADE COSTS</b>	<b>\$365,000</b>
ESCALATION - 5%	\$18,250
SUBTOTAL	\$383,250
CONTINGENCY - 10%	\$38,325
SUBTOTAL	\$421,575
GENERAL CONDITIONS - 10%	\$42,158
SUBTOTAL	\$463,733
OH & P - 10%	\$46,373
SUBTOTAL	\$510,106
INSURANCE - 3%	\$15,303
<b>SITE TOTAL</b>	<b>\$525,409</b>
<b>BUILDING + SITE TOTAL</b>	<b>\$4,271,049</b>

**SOFT COSTS (12-18%)**      **\$500-750K**  
**PROJECT TOTAL (RANGE)**      **\$4.8 - 5.0M**



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RIDGE POLICE  
DEPARTMENT  
CONCEPTUAL  
DESIGN  
2024-25



# Cost Estimate – Detail Pg1

ITEM	FIXTURES	QUANTITY	UNIT	PRICE	AMOUNT	TOTAL
1.	<b>FOUNDATIONS</b>					
	<b>Earthwork</b>					
a.	Excavate for Basement & Dispose of Excavated Material	1,333.33	CY			
	50% Rock Assumed	667.00	CY	200.00	133,400	
	50% Earth Assumed	667.00	CY	75.00	50,025	
b.	Shoring or over excavation	2,860.00	SF	15.00	42,900	
c.	Footing Excavation at Unexcated areas	79.41	CY	75.00	5,956	
d.	Backfill	28.30	CY	50.00	1,415	
	<b>Concrete</b>					
a.	Footings - 1' x 4' x 240' Assumed for Building	35.56	CY	350.00	12,444	
b.	Footings - 1' x 3' x 140' Assumed for Garage & Link	15.56	CY	350.00	5,444	
c.	Retaining Walls - 1' x 12' High Assumed	97.78	CY	750.00	73,333	
d.	Waterproof Foundation Walls	2,640.00	SF	10.00	26,400	
e.	Footing Draining	220.00	LF	12.00	2,640	
f.	Frost Walls at Garage & Link	15.56	CY	600.00	9,333	
g.	Slab on Grade					
	Building	3,000.00	SF	6.00	18,000	
	Garage & Link	600.00	SF	6.00	3,600	
	<b>S/T FOUNDATION</b>					<b>384,890</b>
2.	<b>STRUCTURE</b>					
a.	Steel Framed Floor above Basement					
	Steel Frame - Assume 12# per SF	36,000.00	LBS	2.50	90,000	
	Metal Deck	3,000.00	SF	4.00	12,000	
	Concrete/Wire Mesh on MD	3,000.00	SF	5.00	15,000	
b.	16g Metal Stud Exterior Wall Framing					
	Building - 12' High	2,880.00	SF	16.00	46,080	
	Garage & Link - 12' High	1,680.00	SF	16.00	26,880	
c.	Attic Floor Framing - Wood Framed w/Plywd Subfloor	3,000.00	SF	20.00	60,000	
d.	Roof Framing - Wood Framed w/Plywd Sheathing					
	Building - 12' High	3,750.00	SF	16.00	60,000	
	Garage & Link - 12' High	1,680.00	SF	16.00	26,880	
	<b>S/T STRUCTURE</b>					<b>336,840</b>
3.	<b>ENCLOSURE</b>					
a.	Plywood, Siding, Tyvek & Insulation					
	Building - 12' High	2,880.00	SF	25.00	72,000	
	Garage & Link - 12' High	1,680.00	SF	25.00	42,000	
	<b>S/T ENCLOSURE</b>					<b>114,000</b>
4.	<b>ROOF</b>					
a.	Roofing - Undrelayment, Asphalt Shingles Hip & Valley Flashing					
	Building - 12' High	3,750.00	SF	16.00	60,000	
	Garage & Link - 12' High	750.00	SF	16.00	12,000	
b.	Attic Insulation					
	Building	3,000.00	SF	20.00	60,000	
	Garage & Link	600.00	SF	20.00	12,000	
	<b>S/T ROOF</b>					<b>144,000</b>

ITEM	FIXTURES	QUANTITY	UNIT	PRICE	AMOUNT	TOTAL
5.	<b>WINDOWS</b>					
a.	ASSUME 25% OF FAÇADE AREA					
	Building	720.00	SF	125.00	90,000	
	Garage	100.00	SF	125.00	12,500	
	Link - Curtain Wall	160.00	SF	165.00	26,400	
	<b>S/T WINDOWS</b>					<b>128,900</b>
6.	<b>DOORS - EXTERIOR</b>					
a.	Building					
	Main Entry Zone 1 & Vestibule	1.00	LS	12,000.00	12,000	
	Police Officers Access	1.00	LS	6,500.00	6,500	
	Garage & Link					
	Access Control Door	3.00	EA	10,000.00	30,000	
	Garage Doors	2.00	EA	15,000.00	30,000	
	<b>S/T DOORS - EXTERIOR</b>					<b>78,500</b>
7.	<b>INTERIORS</b>					
	Basement - ALLOW	3,000.00	SF	10.00	30,000	
	Stairs from Bsmt to 1st Floor	1.00	LS	7,500.00	7,500	
	Stairs from 1st Floor to Attic	1.00	LS	7,500.00	7,500	
	1st Floor					
	Floor Fins - LVT	2,575.00	SF	10.00	25,750	
	Floor Fins -Ceramic Tile	425.00	SF	25.00	10,625	
	Ceilings - ACT	2,730.00	SF	6.00	16,380	
	Ceilings - Secure Areas	270.00	SF	20.00	5,400	
	Doors	26.00	EA	2,000.00	52,000	
	Partitions - Painted	3,000.00	SF	20.00	60,000	
	Stairs from Garage to 1st Floor	1.00	LS	7,500.00	7,500	
	Millwork					
	Communications office Counters	1.00	LS	10,000.00	10,000	
	Supervisors Office	1.00	LS	10,000.00	10,000	
	Detectives Office	1.00	LS	5,000.00	5,000	
	Police Chiefs Office	1.00	LS	10,000.00	10,000	
	Pantry	1.00	LS	7,500.00	7,500	
	Data/Comm	1.00	LS	500.00	500	
	Closet Poles & Shelves	1.00	LS	1,500.00	1,500	
	Specialties & Equipment					
	Lockers in Locker Rooms, Arrest Processing & Garage	67.00	EA	650.00	43,550	
	Locker Bench's	1.00	LS	15,750.00	15,750	
	Gun Lockers	1.00	LS	25,000.00	25,000	
	Transaction Counter/Window	1.00	LS	10,000.00	10,000	
	<b>S/T INTERIORS</b>					<b>361,455</b>



POUND  
RIDGE POLICE  
DEPARTMENT  
CONCEPTUAL  
DESIGN  
2024-25



# Cost Estimate – Detail Pg2

ITEM	FIXTURES	QUANTITY	UNIT	PRICE	AMOUNT	TOTAL
<b>8.</b>	<b><u>LIGHT &amp; ELECTRIC</u></b>					
a.	Lighting, Devices & Circuitry					
	Basement	3,000.00	SF	10.00	30,000	
	1st Floor	3,000.00	SF	25.00	75,000	
	Attic	1,500.00	SF	10.00	15,000	
	Garage & Link	600.00	SF	20.00	12,000	
b.	Service, Power & Circuitry					
	Basement	3,000.00	SF	5.00	15,000	
	1st Floor	3,000.00	SF	15.00	45,000	
	Attic	1,500.00	SF	5.00	7,500	
	Garage & Link	600.00	SF	20.00	12,000	
	Generator & ATS - ALLOW	1.00	:S	150,000	150,000	
c.	Fire Alarms					
	Basement	3,000.00	SF	5.00	15,000	
	1st Floor	3,000.00	SF	5.00	15,000	
	Attic	1,500.00	SF	5.00	7,500	
	Garage & Link	600.00	SF	5.00	3,000	
d.	Tel/Data/Communications					
	Basement	-0-	SF	5.00		
	1st Floor	3,000.00	SF	25.00	75,000	
	Attic	-0-	SF	5.00		
	Garage & Link	600.00	SF	5.00	3,000	
e.	Security					
	Basement	3,000.00	SF	5.00	15,000	
	1st Floor	3,000.00	SF	20.00	60,000	
	Attic	1,500.00	SF	5.00	7,500	
	Garage & Link	600.00	SF	20.00	12,000	
				<b>S/T LIGHT &amp; ELECTRIC</b>		<b>574,500</b>
<b>9.</b>	<b><u>HVAC</u></b>					
a.	HVAC System & Distribution					
	Basement	3,000.00	SF	10.00	30,000	
	1st Floor	3,000.00	SF	65.00	195,000	
	Attic	1,500.00	SF	10.00	15,000	
	Garage & Link	600.00	SF	25.00	15,000	
				<b>S/T HVAC</b>		<b>255,000</b>

ITEM	FIXTURES	QUANTITY	UNIT	PRICE	AMOUNT	TOTAL
<b>10</b>	<b><u>PLUMBING</u></b>					
a.	Plumbing Fixtures Inclg Pipe, Fittings, Valves, Insul, Trenching					
	Basement	2.00	EA	6,500.00	13,000	
	1st Floor	9.00	EA	6,500.00	58,500	
	Attic	N/A	EA	6,500.00		
	Garage & Link	2.00	EA	6,500.00	13,000	
				<b>S/T PLUMBING</b>		<b>84,500</b>
<b>11</b>	<b><u>FIRE PROTECTION</u></b>					
a.	Sprinkler System Complete					
	Basement	3,000.00	SF	10.00	30,000	
	1st Floor	3,000.00	SF	10.00	30,000	
	Attic	1,500.00	SF	10.00	15,000	
	Garage & Link	600.00	SF	10.00	6,000	
				<b>S/T FIRE PROTECTION</b>		<b>81,000</b>
<b>12</b>	<b><u>MISC METALS</u></b>					
	Basement	3,000.00	SF	5.00	15,000	
	1st Floor	3,000.00	SF	10.00	30,000	
	Attic	1,500.00	SF	5.00	7,500	
	Garage & Link	600.00	SF	10.00	6,000	
				<b>S/T MISC METALS</b>		<b>58,500</b>
<b>13</b>	<b><u>SITE &amp; EARTHWORK</u></b>					
a.	Clear & Grub Site	1.00	ls	10,000	10,000	
b.	Rem Pavement	20,000.00	SF	1	20,000	
c.	New Paving	2,000.00	SY	40	80,000	
d.	Softscape	10,000.00	SF	5	50,000	
e.	Septic System	1.00	LS	25,000	25,000	
f.	Storm Drainage & Management	1.00	LS	30,000	30,000	
g.	Exterior Lighting - Parking & Building Perimeter	1.00	LS	150,000	150,000	
				<b>S/T SITE</b>		<b>365,000</b>



# POUND RIDGE POLICE DEPARTMENT NEXT STEPS...



**Department of  
Environmental  
Conservation**

**KATHY HOCHUL**  
Governor

**AMANDA LEFTON**  
Commissioner

Transmitted via email

June 16, 2025

Supervisor Kevin Hansan  
Town of Pound Ridge  
179 Westchester Avenue  
Pound Ridge, NY 10576  
supervisor@townofpoundridge.com

**Subject: Site # 360257 Pound Ridge Square Shopping Center**  
**Site Address: 55-57 Westchester Ave, Pound Ridge, NY 10576**

**Property Address: Westchester Ave, Pound Ridge, NY 10576**  
**Tax Map Identifier: 9456-3.6**

Dear Supervisor Hansan,

The New York State Department of Environmental Conservation (DEC) is investigating hazardous waste contamination on or near your premises. Pursuant to Environmental Conservation Law Article 3 (ECL 3-0301 (2)(g)) and Article 27 (ECL 27-1313(8), ECL-1309 (3)-(4)), DEC and its contractors have the authority to enter onto property for these purposes.

DEC, acting through its officers, employees, agents, and contractors, requires access to your real property, above specified, to conduct an investigation. In order to complete this work, DEC may need to take samples of various media, including soil, soil vapor, indoor air, surface water, sediment, or groundwater. Sampling methods may include, soil borings, test pits, monitoring wells and geophysical studies. Access to on-site buildings may also be necessary.

DEC is available to answer any questions you may have regarding this work at any time.

DEC will provide advance notice of scheduled work and will work to accommodate your schedule, to the extent possible.

DEC will make every effort to minimize any adverse impact of its entry on and occupancy of your property.

DEC would prefer to act in cooperation with the Town. Therefore, it is requested that you sign the attached form acknowledging and consenting to DEC's right of entry onto your property.

Please feel free to direct any questions you may have on this matter to me at 518-402-9672 or at Brittany.O'Brien-Drake@dec.ny.gov.

*Nothing contained herein constitutes a waiver by the Department of any rights under applicable state and federal law nor does it constitute a release of any party from obligations under those same laws.*

Sincerely,

*Brittany O'Brien-Drake*

Brittany O'Brien-Drake, P.G.  
Professional Geologist 1, Project Manager  
Emerging Contaminants Unit, Remedial Bureau D  
Division of Environmental Remediation

Enclosure

ec:  
A. Bollasina, DEC

**New York State Department Environmental Conservation  
Property Owner Acknowledgment/Consent Form**

I \_\_\_\_\_ hereby acknowledge and consent to the  
Print Name

Department's right of entry for purposes of environmental investigation activities associated with the Pound Ridge Square Shopping Center, #360257 onto the premises described below:

Property Address: Westchester Ave, Pound Ridge, NY 10576  
Tax Map Identifier: 9456-3.6

Signature \_\_\_\_\_

Date \_\_\_\_\_

Daytime Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

**Keep This Copy for Your Records**



**New York State Department Environmental Conservation  
Property Owner Acknowledgment/Consent Form**

I \_\_\_\_\_ hereby acknowledge and consent to the  
Print Name

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Property Address: Westchester Ave, Pound Ridge, NY 10576  
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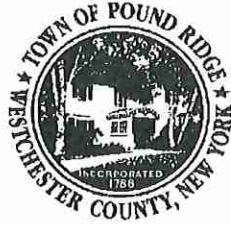
Signature \_\_\_\_\_

Date \_\_\_\_\_

Daytime Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

**Return This Copy to the NYSDEC in the Postage-Paid  
Envelope Provided or Via Email**



June 27, 2025

To: Kevin Hansan, Town Supervisor and the Town Board

From: Rebecca Wing, Planning Board Chair & the Planning Board

CC: Christeen CB Dür, PB Administrator  
John Loveless, PB Counsel  
Jim Perry, Building Inspector

Re: Inn at Pound Ridge Special Use Permit

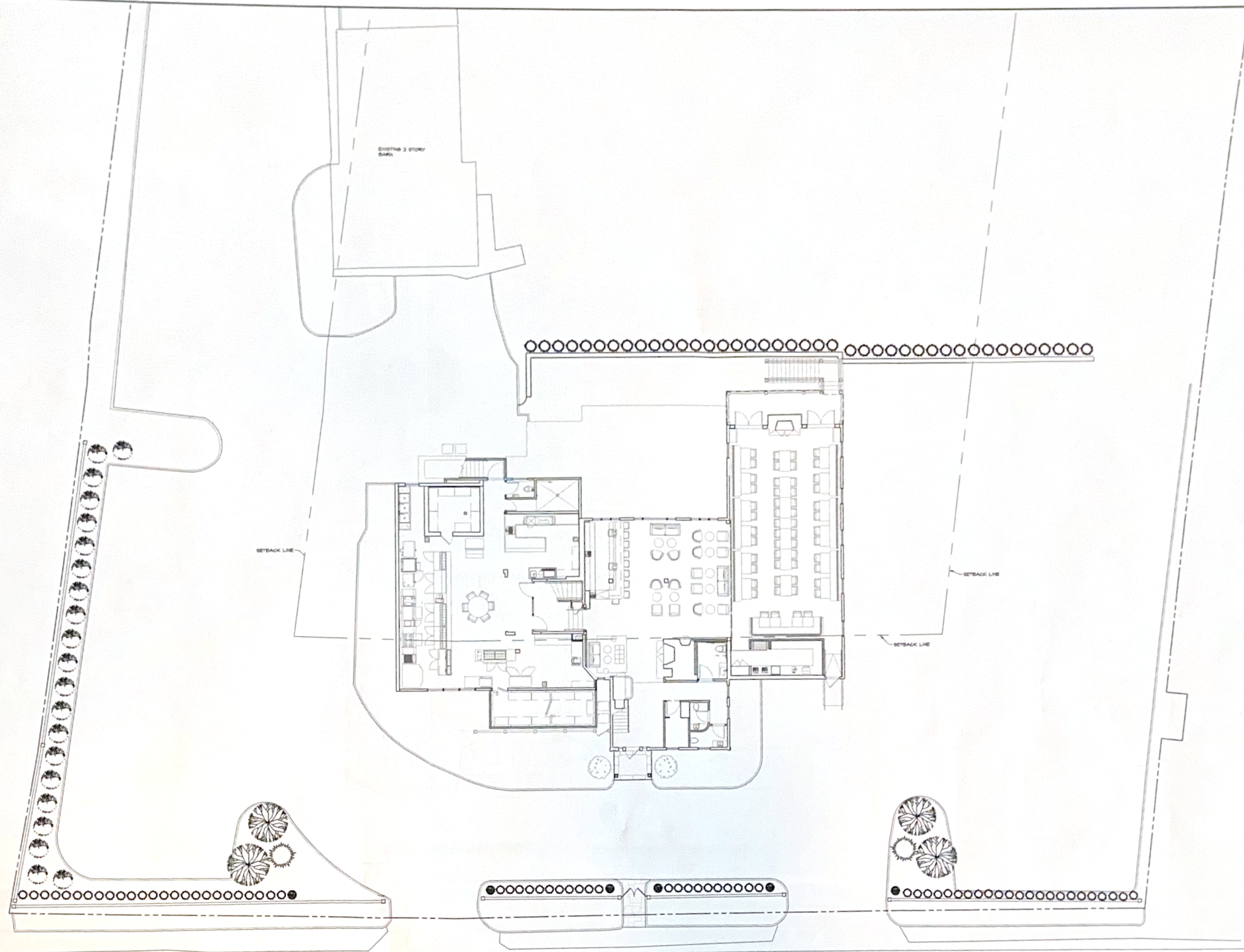
Dear Supervisor Hansan and Members of the Town Board:

The Planning Board has reviewed the updated site plan dated June 11, 2025 for The Inn at Pound Ridge ("The Inn"). Our review included neighbor notification, a site walk, and review by the town engineer. The updated site plan proposes to locate 32 seats on an existing outdoor patio during the warmer months, during which time 38 indoor seats will be physically removed and placed in storage in an existing storage barn on site. The application notes that the patio is buffered by extensive landscaping, that the existing string lights are on a timer to shut off at 10pm and that no amplified music will be played outdoors. There is no increase to seat count and no new construction. As noted on the site plan and observed on our site walk, the closest neighboring home is over 100 feet away and the existing buffering is sufficient to shield the outdoor seating from view and mitigate any noise. For all of these reasons, the Planning Board supports this updated site plan and recommends the Town Board approve their Special Use Permit to align with their site plan dated June 11, 2025. The site plan is attached.

Let me know if you have any questions.

Rebecca





WESTCHESTER AVENUE



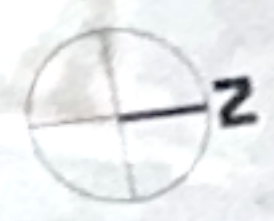
<b>VINCENT FALOTICO ARCHITECTURE, P.C.</b> EXCEPTIONAL RESIDENTIAL ARCHITECTURE 179 ELIA STREET NEW CANAAN, CT 06849 PHONE 203.864.1848 WWW.VINCENTFALOTICO.COM	
REV. # DESCRIPTION	DATE DESCRIPTION
<b>INN AT POUND RIDGE</b> 258 WESTCHESTER AVENUE POUND RIDGE NY PROJECT NO.	
OUTDOOR DINING SUBMISSION	2025-06-11
SITE PLAN	
SCALE: 1" = 10'	
030	

These drawings are preliminary, including the site plan, and are not to be used for construction. The architect is not responsible for the accuracy of the information provided by the client. The architect is not responsible for the accuracy of the information provided by the client. The architect is not responsible for the accuracy of the information provided by the client.





WESTCHESTER AVENUE



### OUTDOOR SEATING PROXIMITY

NORTH PROPERTY LINE	106' - 6 3/4"
SOUTH PROPERTY LINE	91' - 0 1/2"
RESIDENCE A	136' - 9"
RESIDENCE B	258' - 6 1/4"

VINCENT FALOTICO ARCHITECTURE, P.C.  
 EXCEPTIONAL RESIDENTIAL ARCHITECTURE  
 199 ELIA STREET NEW CANAN CT 06840  
 PHONE 360 640 0840  
 WWW.VINCENTFALOTICO.COM

REV # DATE DESCRIPTION

INN AT POUND RIDGE  
 258 WESTCHESTER AVENUE  
 POUND RIDGE NY  
 PROJECT NO.

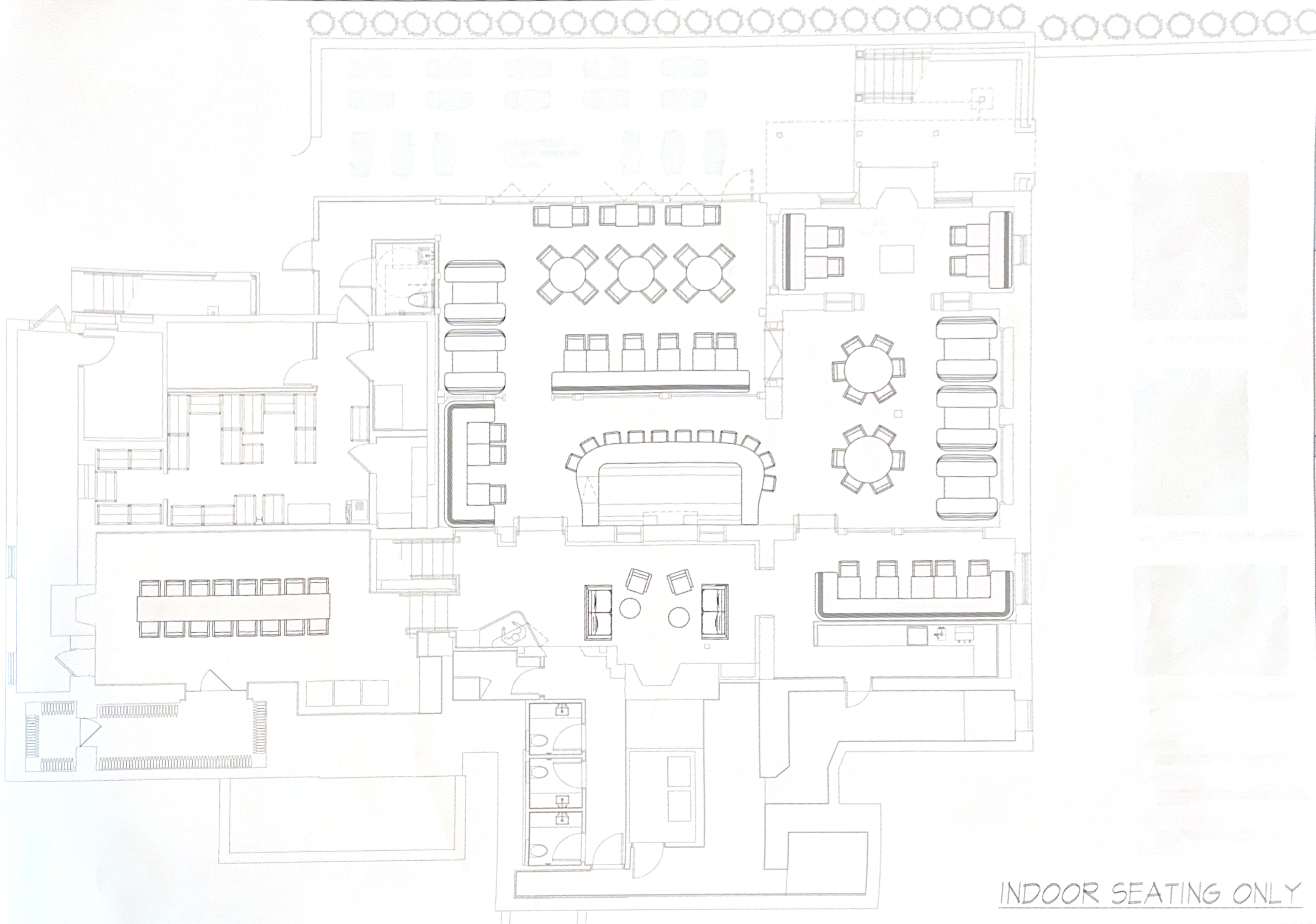
OUTDOOR SEATING PROXIMITY

SITE PLAN

SCALE: 1" = 30'

031





INDOOR SEATING ONLY

VINCENT FALOTICO ARCHITECTURE, PC  
 EXCEPTIONAL RESIDENTIAL ARCHITECTURE  
 199 ELM STREET NEW CANAAN, CT 06840  
 PHONE 81 94 148  
 WWW.VINCENTFALOTICO.COM

REV. # DATE  
 DESCRIPTION

INN AT POUND RIDGE  
 258 WESTCHESTER AVENUE  
 POUND RIDGE, NY  
 PROJECT NO.

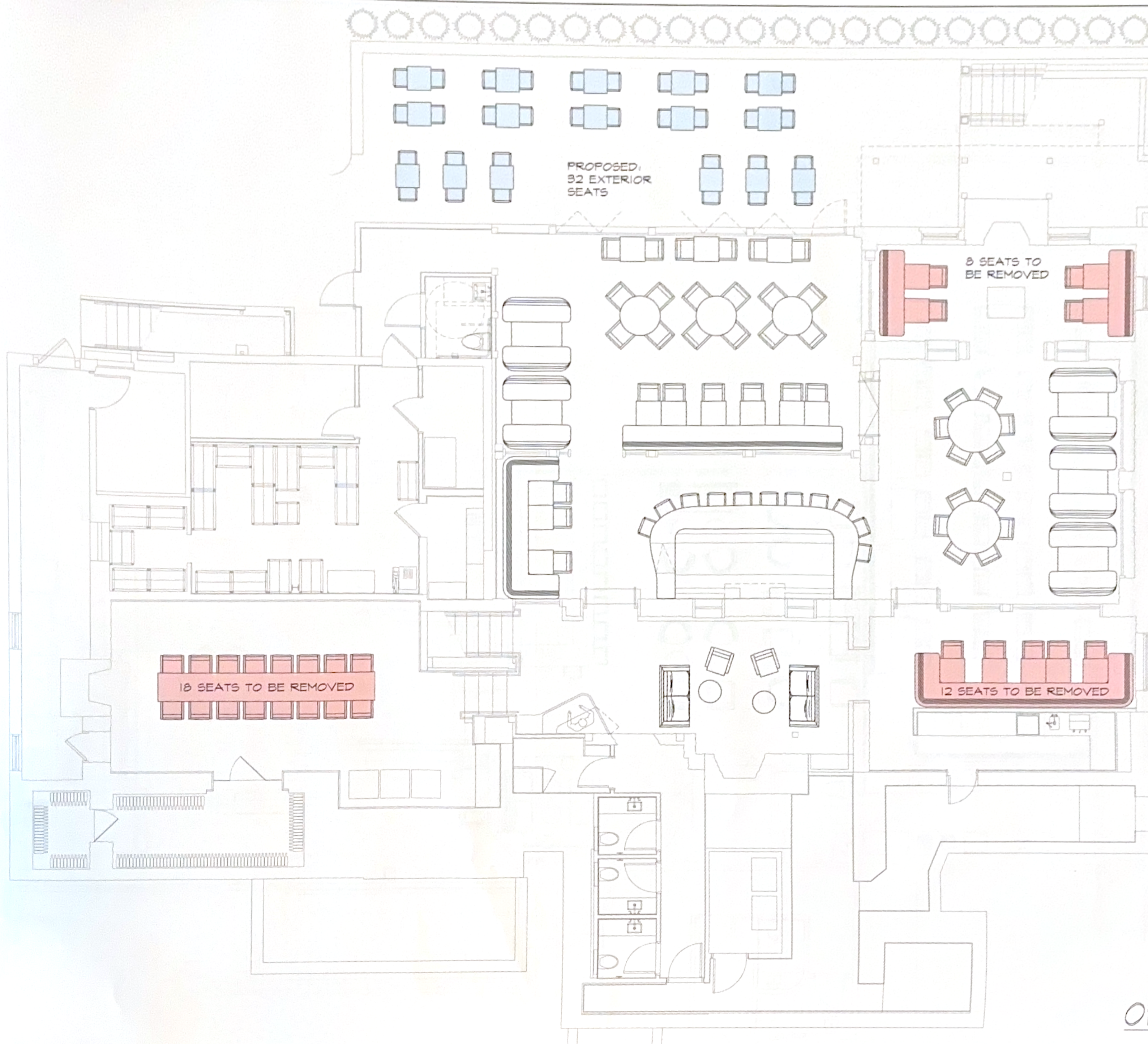
OUTDOOR DINING  
 REVISION: 2010-06-01

SEATING LAYOUT A  
 INDOOR SEATING ONLY

SCALE: 1/4" = 1'

100A





PROPOSED:  
32 EXTERIOR  
SEATS

8 SEATS TO  
BE REMOVED

18 SEATS TO BE REMOVED

12 SEATS TO BE REMOVED



REF PATIO STAIRCASE



REF PROPOSED SEATING LOCATION



REF DENSE EVERGREEN SCREENING

- LIGHTING**
- LOW VOLTAGE, DOWNCAST LED STRING LIGHTING WITH DIMMER CONTROL AND AUTOMATIC SHUT-OFF AT 10PM.
- LANDSCAPING**
- DENSE EVERGREEN SCREENING AND PLANTER BEDS ADDED FOR PRIVACY, AESTHETIC ENHANCEMENT, AND NATURAL SOUND ABSORPTION.
- NOISE MITIGATION**
- NO AMPLIFIED MUSIC OUTDOORS. SOUND-DAMPENING BARRIER AND LIGHT FURNITURE BASES INSTALLED TO MINIMIZE NOISE IMPACT.

OPEN OUTDOOR PATIO

VINCENT FALOTICO ARCHITECTURE, P.C.  
EXCEPTIONAL RESIDENTIAL ARCHITECTURE  
199 ELM STREET NEW CANAAN, CT 06840  
PHONE 203 864 1448  
WWW.BEYONDARCHITECTURE.COM

REV # DATE  
DESCRIPTION

INN AT POUND RIDGE  
258 WESTCHESTER AVENUE  
POUND RIDGE NY  
PROJECT NO.

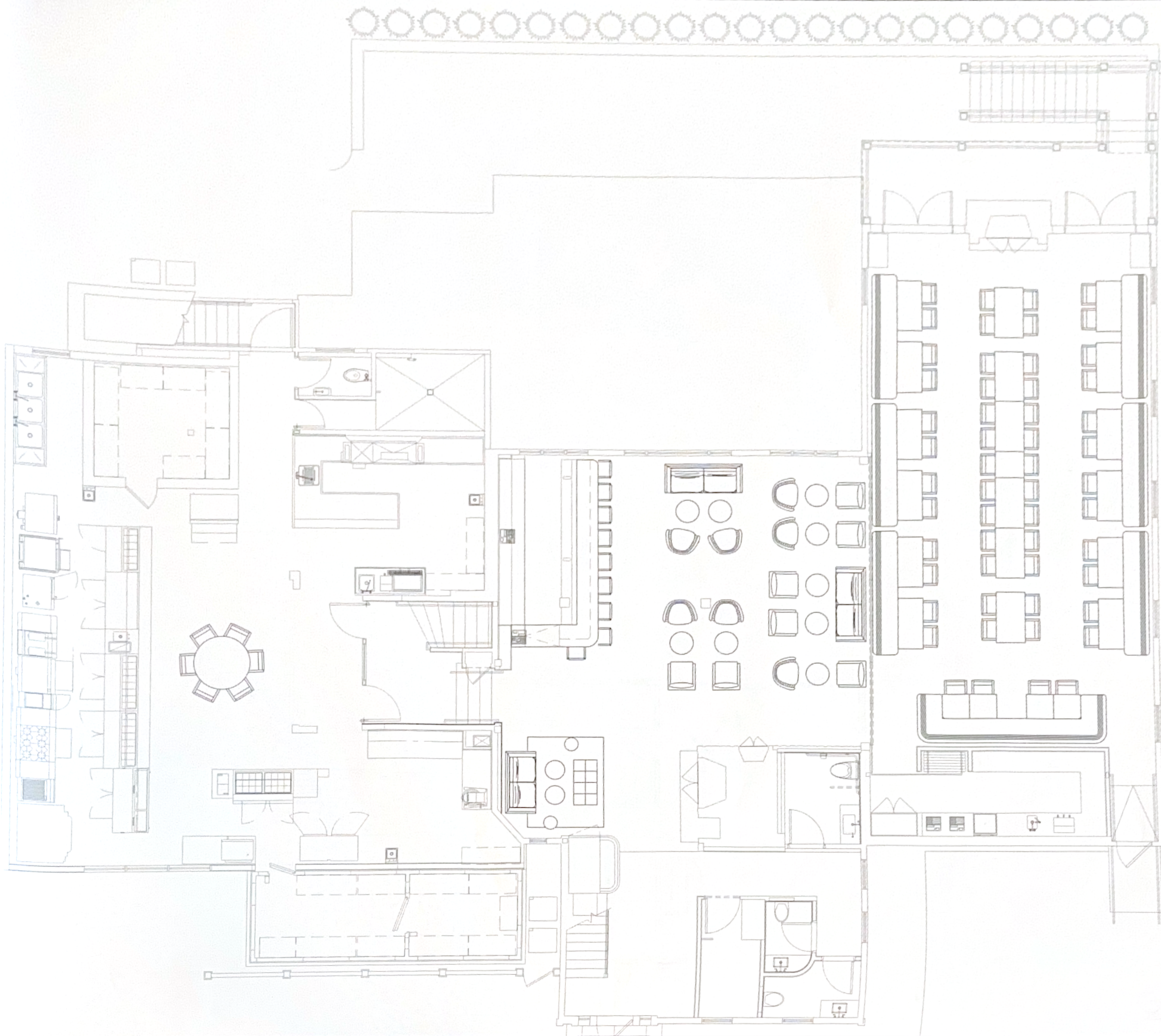
OUTDOOR DINING  
SUBMISSION: 2023-06-11

SEATING LAYOUT B  
OPEN OUTDOOR PATIO

SCALE: 1/4" = 1'

100B





FIRST FLOOR PLAN

VINCENT FALOTICO ARCHITECTURE, PC  
 EXCEPTIONAL RESIDENTIAL ARCHITECTURE  
 189 Elm Street New Canaan, CT 06840  
 Phone: 860.840.1840  
 www.vfalotico.com

REV # DATE  
 DESCRIPTION

INN AT POUND RIDGE  
 258 WESTCHESTER AVENUE  
 POUND RIDGE NY  
 PROJECT NO.

OUTDOOR DINING  
 SUBMISSION 2015-06-11

SEATING LAYOUT  
 FIRST FLOOR PLAN

SCALE: 1/4" = 1'

101



