

MINUTES OF THE MARCH 13, 2014 MEETING OF THE TOWN BOARD OF THE TOWN OF POUND RIDGE HELD AT THE TOWN HOUSE, 179 WESTCHESTER AVENUE, POUND RIDGE, N.Y., COMMENCING AT 8:00 P.M.

PRESENT: SUPERVISOR RICHARD LYMAN; COUNCIL MEMBERS: DANIEL PASCHKES, JONATHAN POWERS, ALISON BOAK AND BONNIE SCHWARTZ

ALSO PRESENT: JOANNE PACE, TOWN CLERK  
JOHN LOVELESS, ESQ. COUSEL TO TOWN ATTORNEY

ABSENT: WILLIAM P. HARRINGTON, ESQ.

**CALL TO ORDER:** Supervisor Lyman called the meeting to order at 8:00 p.m.

**CALL FOR EXECUTIVE SESSION:**

**ANNOUNCEMENTS/REMINDERS:**

- Introduction of John Loveless, Counsel to the Town Attorney, who attended the meeting on behalf of Town Attorney William Harrington. Since he resides in Bedford and not in the Town of Pound Ridge, his title is Counsel to the Town Attorney as opposed to Deputy Town Attorney.
- The headsets for the Lions Hearing Loop system have not arrived as yet. They should be ready for April 3<sup>rd</sup> meeting.
- Pound Ridge was originally scheduled to host Westchester Municipal officials on May 8<sup>th</sup> at the Kittle House, but due to their scheduling error, because of snow storms, the date has been changed to September 18, 2014. This cancellation frees Board Members to attend the Taste of Pound Ridge event scheduled for May 8<sup>th</sup>, with a tentative time of 6:00-9:00 PM. This is a fund raiser for the library, and all local restaurants take over Albano's for the night.
- A Town Board Meeting scheduled on May 8, 2014 at 6:00 PM will be to pay bills only.

**MINUTES: Acknowledge/correct/accept minutes of Town Board Work Session, Town Board Meeting and Executive Session held on March 6, 2014.**

**RESOLUTION #: 71-14**

**Board Action:** Motion by Councilman Powers, seconded by Councilwoman Schwartz, all voting aye on the following:

RESOLVED, that the Town Board hereby accepts the minutes of Town Board Work Session, Town Board meeting and Executive Session held on March 6, 2014.

**OLD BUSINESS:**

- **TEP report from Councilwoman Boak**
  - On February 10, 2014, the Town Board met with key NYSDOT staff to review the project process and conducted a site walk in the business district.
  - Formed a TEP Committee to administer the project consisting of Dick Lyman, Town Supervisor and Official of Record, Ali Boak, Town Board Member and Project Manager, Louis Fusco, Louis Fusco Landscape Architects, Bill Harrington, Town Attorney, and Jon Powers, Deputy Town Supervisor, will also be involved as necessary.
  - Committee has been working together to execute project agreements which are necessary to obtain a written authorization to begin work. The following have been submitted and approved:
    - Smart Growth Screening Tool and Attestation
    - Project Management Plan (PMP)
    - Initial Project Proposal (IPP)
  - The Project Management Committee is now waiting for NYSDOT to prepare a STIP, which is the document that enables FHWA to obligate funds for a specific project, and gives us “Authorization to Proceed,” which is the federal authorization needed to begin the project.
  - The Project Management Committee has begun the process of selecting and hiring a consultant including:
    - Creating a Request for Qualifications (RFQ) to select the consultant. This must be placed in the NYS Contract Reporter.
    - Appointing a Consultant Selection Committee consisting of : Dick Lyman, Supervisor, Ali Boak, Town Board member, Louis Fusco, local landscape architect, Michele Rudolph, Planning Board, and Bill Harrington, Town Attorney.
    - Developing Criteria for Evaluation of these Proposals.

There is another step that is new and not in any of the literature that they need us to do. Essentially, we are basically getting all of our paperwork together to actually begin the work.

- **Commission Liaison reports**

**Councilwoman Schwartz:** The Zoning Committee has yet to convene this year due to the schedule conflicts of its members. The first meeting of the year is scheduled for April 30, 2014, during which they will be working on code and will come before the Board once it is finalized by the committee.

MINUTES OF THE MEETING OF THE TOWN BOARD  
TOWN OF POUND RIDGE  
POUND RIDGE, NY  
March 13, 2014

**Landmarks Committee** meeting was held on March 12, 2014, in which they presented two landmark plaques to the committee. The plaques are made out of azek, which is a plastic material. There will be a photo op with the landmark plaque placed against the home.

**Drug and Alcohol Prevention Committee** does a pre-prom meeting at all the high schools for the parents and is mandatory for any student going to the prom. Waivers are signed and collected at the beginning of the meeting. There is a panel consisting of a judge, attorney, doctor, police officer (last year Chief Dave Ryan gave a speech), superintendent of schools, principal and counselors. Each member of the panel provides a scenario and enactment of the consequences if you get caught drinking.

The heroin issue was discussed which is becoming very prevalent in our schools. Chair of this committee is Patricia Warble, who had a meeting with Dick Lyman that went very well. There was an impromptu meeting with Chief Ryan. The Committee has begun putting together seminars for parents, caregivers and children. The heroin epidemic has come out of prescription drug use, which has progressed into heroin. DUI is harder to detect than DWI. Unless you have blood work done, it is hard to detect whether a kid is on drugs or not. In April, a parent from Yorktown who lost a child to heroin will speak on the subject. The meeting is open to the community. Family U is every other year at Bedford Central and happens to be this year. They will try to change the focus of Family U and start to attack the heroin issue with guest speakers that deal with heroin addiction. Patricia Warble will be at our Town Board meeting on April 10, 2014 to give an annual report.

**Councilman Powers:** Office of Emergency Management had scheduled two meetings for the first of this year, one was cancelled. The lifeguard certification process was discussed. Tabletop drills at school were discussed with accountability being the main issue with school fire drills. The subject of the purchase of electric chargers for teachers in school parking lots was discussed.

**Councilwoman Boak:** Conservation Board Meeting held a meeting on March 5, 2014 with a report of ELLA dinner-Environmental Learning Alliance. Gail Jankus, Conservation Chair and Carrie Sears, member attended a dinner that featured a presentation about earthworms, which are not native. They lower carbon sequestration properties of the forest, changes the leaf litter, in healthy forest the duff is thick and this is where flowers germinate. The earthworms wipe out the leaves by eating them. You find worms in good soil—they do not produce it. Research on forest ecology is rapidly changing.

**Report on Go Green Day:** There are 40 exhibitors scheduled. Earth ball for kids. Billy Fortin will do food. Some of the exhibitors will be: Tesla, Automobile Demonstration

MINUTES OF THE MEETING OF THE TOWN BOARD  
TOWN OF POUND RIDGE  
POUND RIDGE, NY  
March 13, 2014

and raffling off weekend of use, organic landscapers, Pound Ridge Land Conservancy, Westchester Land Trust, water exhibition, NYSERDA, Albano-energy efficient appliances, WESTPAC, Cornell Cooperative Extension, Solar City, mini farmers market outside and pony ride.

**Wildlife Federation Community Habitat:** Four more people registered their properties this month. Pound Ridge is half way toward meeting its goal.

**Milkweed Project:** The Girl Scouts are interested in helping out with this.

**Day Camp Update:** Found a program called Alien Invaders. Spoke to Dave Goldberg about it and he said he would love for the conservation board to chip in what they could. They rescue animals, reptiles that people no longer want.

**Trail Patrol:** The idea would be to organize people at trail heads and get a group of volunteers to go out and clip the invasive plants on the trail. Swallow wart will be everywhere if we don't do something with it now. Early response team is the next step.

**Invasive Project:** March 16<sup>th</sup> forum at the library. April 6<sup>th</sup> is a vine cutting event with the Boy Scouts.

**Water Testing Items for Website:** Steve Conti, ITT was asked if pages can be linked on the website. He will look into this. Postcards will be going out about water.

**Master Plan:** Going through comprehensive plan and develop an action plan from its recommendations. Page A3. Under recommendations. Inventory of town environmental. How is it used? How do we get access to it? Gail Jankus said Land Conservancy has done this. Agreed to review open space and natural resources.

**Planning Board:** Eight applications on the last agenda. Most things are regular things like pools and driveways and a lot of property walks have taken place. Interestingly, on March 22<sup>nd</sup> there will be an Oceanus Navigation trail site walk. This is the part of the land that will be used for walks and was the object of the Article 78 Proceeding, so they are going to look at how it meets up with the Bye-Preserve.

**Water Control Commission:** Nothing out of the ordinary to report on the Water Control Commission.

**Open Space Acquisition Committee:** We are down some numbers with committee members and need replacement appointments. It is critical for the committee to reform themselves and get more energized this year.

MINUTES OF THE MEETING OF THE TOWN BOARD  
TOWN OF POUND RIDGE  
POUND RIDGE, NY  
March 13, 2014

**Recreation Commission:** They are in the process of hiring a new Camp Director and a Swim Director. We have excellent candidates. Out of town pool membership are up somewhat but the pool and resurfacing project is running behind due to the rough winter conditions. They do plan to have it completed for the opening day on Memorial Day.

**CALL FOR EXECUTIVE SESSION:**

**Board Action:** Motion by Councilwoman Boak, seconded by Councilwoman Schwartz, all voting aye to hold an Executive Session immediately following the Town Board meeting for a legal matter.

**NEW BUSINESS:**

- **Police Department-approval for Governor's Traffic Safety conference**

**RESOLUTION #: 72-14**

**Board Action:** Motion by Councilman Paschkes, seconded by Councilman Powers, all voting aye on the following:

RESOLVED, that the Town Board hereby authorizes Sgt. Michael Armistead to attend the 2014 Governor's Traffic Safety Conference in Albany, NY April 8<sup>th</sup> and 9<sup>th</sup>. The cost is not to exceed \$250 and is budgeted for 2014.

- **5<sup>th</sup> Annual DCO/ACO Conference 2014**

**RESOLUTION #: 73-14**

**Board Action:** Motion by Councilman Paschkes, seconded by Councilwoman Schwartz, all voting aye on the following:

RESOLVED, that the Town Board hereby authorizes Joan Dooley, Dog Control Officer, to attend the annual ACO/DCO conference May 6-May 7, 2014 in Guilderland, NY. The total cost will not exceed \$200.00 and it is budgeted in 2014.

- **Tax Assessor – Agreement for GIS**

The Town Board's questions regarding the GIS Services Agreement with CAI Technologies were answered by Carole Long, Assessor and the agreement was amended to reflect the wording Counsel Harrington asked for.

**RESOLUTION #: 74-14**

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

RESOLVED, that the Town Board hereby accepts the recommendation by Assessor Carole Long to enter an agreement with CAI Technologies for the Town's Professional GIS Services for 2014, 2015 and 2016 as clarified with the amended proposal. The Town Board hereby authorizes the Supervisor to sign the agreement.

- **Recreation Department – authorization to donate a 2014 pool pass to FLMS**

This will be discussed during the Executive Session to be held immediately following the Town Board meeting as it involves a legal issue.

**FINANCIAL MATTERS:**

- **Tax Receiver- Authorization for refund**

**RESOLUTION #: 75-14**

**Board Action:** Motion by Councilman Powers, seconded by Councilman Paschkes, all voting aye on the following:

RESOLVED, that the Town Board hereby authorizes the following refund:

<b><u>Name</u></b>	<b><u>Parcel</u></b>	<b><u>Amount</u></b>	<b><u>Reason</u></b>
Franco	9820-34.3	\$8,846.61	Dup. Payment

**Monthly Reports**

The monthly reports have been received for February 2014 and are available in the Town Clerk's office.

**Pay Bills**

**RESOLUTION #: 76-14**

**Board Action:** Motion by Councilman Powers, seconded by Councilman Paschkes, motion carried 4-0 with Councilwoman Schwartz abstaining on the following:

WHEREAS, Councilwoman Schwartz has audited claims for payment and has reported that same could be paid, Now, Therefore, Be It

RESOLVED, that the Supervisor be and is hereby authorized to pay the following claims for payment provided there are sufficient funds in the account to which a claim may be charged:

<b>GENERAL FUND</b>	<b>G</b>		<b>\$81,296.43</b>
<b>HIGHWAY FUND</b>	<b>D</b>		<b>\$55,249.80</b>
<b>TRUST AND AGENCY</b>	<b>T</b>		<b>\$90,945.29</b>
<b>CAPITAL</b>	<b>H</b>		<b>\$6,250.00</b>

**ADJOURNMENT:** There being no further business to come before the Board, Supervisor Lyman adjourned the regular meeting at 8:25 p.m. and reconvened to pay the Parking District bills.

**RESOLUTION #: 77-14**

**Board Action:** Motion by Councilman Paschkes, seconded by Councilman Powers, motion carried 4-0 with Councilwoman Schwartz abstaining on the following:

WHEREAS, Councilwoman Schwartz has audited claims for payment and has reported that same could be paid, Now, Therefore, Be It

RESOLVED, that the Supervisor be and is hereby authorized to pay the following claims for payment provided there are sufficient funds in the account to which a claim may be charged:

<b>PARKING DISTRICT</b>	<b>ST</b>		<b>\$85.00</b>
-------------------------	-----------	--	----------------

Joanne Pace  
 Dated at Pound Ridge, New York  
 March 19, 2014