

**MINUTES OF THE AUGUST 13, 2024 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 DANIEL PASCHKES

ALSO

PRESENT: TOWN ATTORNEY WILLIAM HARRINGTON  
TOWN CLERK ERIN TROSTLE

NOT

PRESENT: COUNCILPERSON NAMASHA SCHELLING

**I. CALL TO ORDER OF REGULAR MEETING:** Supervisor Hansan called the meeting to order at 7:37 pm.

**II. CALL FOR EXECUTIVE SESSION**

**Board Action:** Motion by Councilperson Boak, seconded by Councilperson Paschkes, all voting aye, to call for an executive session at 6:30 pm on September 3, 2024.

**III. ANNOUNCEMENTS**

- The Pound Ridge Partnership has announced that this year's Harvest Festival will be canceled.
- There will be a Summer Sundays concert on the Green at 5:00 pm on August 25.
- In observance of Labor Day, the Recycling Center will be closed on Saturday, August 31, and the Town House will be closed on Monday, September 2.
- The Pound Ridge Business Association's Artisan and Vintage Flea Market, featuring over eighty vendors, food trucks, music, and family fun, is scheduled for September 2, from 10:00 am to 4:00 pm.
- The town's annual 9/11 observance will be held on Wednesday, September 11, at 12:00 noon, at the firehouse.
- The next regular Town Board meeting is scheduled for September 3.
- A revised draft, which incorporates comments received from the Planning Board and the public, is posted to the town website. The public is encouraged to submit comments.
- A referendum on water district formation, in which property owners in the proposed district will be eligible to vote, is tentatively scheduled for Thursday, October 24.
- There will be a special screening of "It Ends with Us" at the Bedford Playhouse on August 14.

#### **IV. PUBLIC HEARING – Proposed revisions to cemetery regulations**

**Board Action:** Motion by Councilperson Boak, seconded by Councilperson Briggs, all voting aye, to open a public hearing on proposed revisions to regulations for the Pound Ridge Cemetery.

Supervisor Hansan explained that in September 2020, the Town Board adopted changes to the cemetery regulations to accommodate the dimensions of veterans' markers and to adjust the number of cremations permitted per gravesite. Incorporating these changes into the code requires adoption of a local law.

There were no comments from members of the public.

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

#### **RESOLUTION 194-24**

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

**BE IT ENACTED** by the Town Board, for the Town of Pound Ridge as follows:

**SECTION 1.** Chapter A116-1 of the Town Code of the Town of Pound Ridge is hereby amended as follows:

#### **§ A116-1. Town Cemetery rules and regulations.**

The following rules and regulations, superseding all those heretofore adopted and in force, are declared applicable to the Pound Ridge Town Cemetery:

- A. The cemetery is intended for deceased human burials only.
- B. Further sales of plots shall be limited to Pound Ridge residents, former residents and/or their next of kin. For purposes of these rules and regulations, "next of kin" shall be defined as spouse, parents, parents-in-law or children of a Pound Ridge resident or former resident.
- C. The Town shall include in the price of the plots six-inch granite corner markers, which shall be installed by the Town.

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- D. Deeds to unused plots shall be transferable only to the Town of Pound Ridge, with the repurchase price in such case to be the original purchase price, but in no case less than \$150 per lot.
- E. A list of plot purchase prices, as the same may be from time to time amended by the Town Board, shall be maintained at the offices of the Town Supervisor and the Cemetery Commissioner and available for public inspection.
- F. Where a plot is to be used for the interment of cremation urns, a single gravesite shall be limited to urns in one family group, and, in any event, no more than four urns as a maximum.
- G. Where a plot is to be used for traditional interment, no more than one traditional interment is permitted for each individual gravesite. However, an individual gravesite that is used for a traditional interment may also be used for interment of cremation remains, with a maximum of one (1) urn permitted in addition to the traditional interment.
- H. With the exception of cremation remains, all interments require outer cases or liners which shall be of concrete or equivalent, constructed of not more than two (2) pieces and approved by the Cemetery Commissioner.
- I. All outer caskets or liners shall be of reinforced concrete or bronze, constructed of not more than two pieces and approved by the Cemetery Commissioner.
- J. All grave openings and closings, burials and removals, foundations, headstones, plantings, plaques and markers shall be at all times subject to the approval of the Cemetery Commissioner in accordance with local, New York State and federal laws. Headstones shall be discouraged by the Commissioner in the central area and memorial plaques used. When headstones are permitted, there shall be one only per three-and-one-half-foot-wide by nine-foot-long gravesite. Corner markers and memorial plaques are to be at grade line. No mausoleums, vaults or aboveground burials shall be permitted.
- K. Drawings of all proposed memorials, showing dimensions,

shape, inscriptions and material used (granite or bronze preferred) of a neat, safe and sound design, are subject to the approval of the Cemetery Commissioner.

- L. The following dimensions have met with the approval of the Cemetery Commissioner:

**(1) INDIVIDUAL GRAVESITE**

**Headstone and Monolith:**

- (a) Maximum preferred dimension: 24 inches long by 14 inches wide by 30 inches high.
- (b) Minimum preferred dimension: 12 inches long by 12 inches wide (headstone) or by four inches wide (monolith) by 12 inches high.
- (c) All dimensions refer to above ground measurements.
- (d) Headstones and markers provided to eligible veterans by the National Cemetery Administration are exempt from the foregoing preferred dimension limitations.

**Memorial Plaque:**

Minimum preferred dimension: 24 inches long by 12 inches wide by four inches thick.

**(2) PLOT (TWO GRAVESITES)**

**Headstone and Monolith:**

- (a) Maximum preferred dimension: 48 inches long by 14 inches wide by 30 inches high.
- (b) Minimum preferred dimension: 12 inches long by 12 inches wide (headstone) or by four inches wide (monolith) by 12 inches high.
- (c) All dimensions refer to above-ground measurements.

**Memorial Plaque:**

Minimum preferred dimension: 48 inches long by 12 inches wide by four inches thick.

- M. All persons and contractors are responsible to the Town for good workmanship and possible damages.

- N. The Town reserves the right to enter and remove detrimental, dangerous, unsightly or inconvenient plantings, decorations, structures or objects from any plot.
- O. No person shall cause the remains of a human being to be buried or establish a burial ground for such in any ground not set apart and recognized as a municipal, religious or not-for-profit corporation cemetery, without having deposited adequate and appropriate funds with an individual in the Town designated by the Town Board for such purpose for the perpetual maintenance and care of said grounds.

**Section 3. Severability.**

The invalidity of any word, section, clause, paragraph, sentence, part or provision of this local law shall not affect the validity of any other part of this local law that can be given effect without such invalid part or parts.

**Section 4. Effective Date.**

This Local Law shall take effect immediately upon its adoption and filing with the Secretary of State.

**V. MINUTES**

**Board Action:** Motion by Councilperson Paschkes, seconded by Councilperson Boak, all voting aye, to approve the minutes of the July 2, 2024 and July 16, 2024 Town Board meetings.

**VI. PUBLIC COMMENT I**

Resident Nick Cianciola Sr., of 29 Autumn Ridge Road, asked whether there would be a public hearing regarding the water district in advance of the referendum tentatively scheduled for October 24. A public hearing on water district formation has already been held, and no additional public hearing is scheduled.

Resident Katherine Biagiarelli, of 315 Salem Road, reiterated a request she has made previously for the purchase of a new town bus. Supervisor Hansan said that such a purchase needs to be evaluated during the upcoming budget season and that in the interim, the Recreation Department is committed to providing alternative transportation for senior programs.

**VII. NEW BUSINESS**

**A. Sustainable Westchester – Presentation on Westchester Power Program**

Executive Director Noam Bramson explained the benefits of community choice aggregation, which expands options for consumers. He emphasized that there is always a default choice for energy supply. Towns that do not participate in the Westchester Power Program limit choices for their residents. Residents of participating towns can elect to change their energy supplier at any time at no cost.

Mr. Bramson emphasized that Sustainable Westchester is eager to improve communication and education about the Westchester Power Program.

Resident Michael Wolf reported that his electric bill has recently spiked. Councilman Paschkes explained that billing is managed by NYSEG and that its reliance on estimated rather than actual readings can result in increased bills. Installation of smart meters should correct this problem.

**RESOLUTION 195-24**

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

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign a Memorandum of Understanding with Westchester Power with the 50% Renewable Clean Power Product as the default supply.

**B. Town Board – Verizon Connect Service for town vehicles**

**RESOLUTION 196-24**

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

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign an agreement to provide Verizon Connect service in all town vehicles used by the Highway, Maintenance, and Recreation Departments.

**C. Finance Department – Budget transfers**

**RESOLUTION 197-24**

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

RESOLVED, that the Town Board hereby approves the following budget adjustments: an increase of \$4,000.00 to revenue line 1.0001.2002 (Recreation Charges) and a offsetting increase of \$4,000.00 to appropriation line 1.7140.0400 (Events).

**D. Highway Department – Heating oil tank testing**

The matter was tabled until more information is available.

**E. Justice Court –NYSAMCC Annual Conference**

**RESOLUTION 198-24**

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

RESOLVED, that the Town Board hereby authorizes the Court Clerk to attend the 2024 annual conference of the New York Association of Magistrates Court Clerks in Niagara Falls from September 29 through October 2 at a cost not to exceed \$1,700.00.

**F. Town Clerk**

**1. Bids for fuel oil and various services**

**RESOLUTION 199-24**

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

RESOLVED, that the Town Board hereby authorizes the Town Clerk to seek bids for fuel oil for the 2024-25 heating season; AND BE IT FURTHER

RESOLVED, that the Town Board hereby authorizes the Town Clerk to seek bids for plumbing services, electrical services, and well work for January 1, 2025 through December 31, 2026.

**2. Sale of cemetery plots**

**RESOLUTION 200-24**

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

RESOLVED, that the Town Board hereby approves the sale of Plot 159 (two gravesites) in Section 3 of the Pound Ridge Cemetery to Pound Ridge residents Franciscus and Cornelia Hijkoop, of 45 Donbrook Road, at a price of \$2,000.00; AND BE IT FURTHER

RESOLVED, that the Town Board hereby approves the sale of Plot 370 (two gravesites) in Section 3 of the Pound Ridge Cemetery to former Pound Ridge residents Bart and Kathryn Dunn, of 241 Booth Meadow Lane, Durham, NC 27713, at a price of \$2,000.00.

**3. Special event permits**

**RESOLUTION 201-24**

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

RESOLVED, that the Town Board hereby approves a special event permit for “Wooffstock,” an animal rescue event to be held at the Pound Ridge Community Church from 1:00 pm to 4:00 pm on September 29, 2024, with a rain date of October 6, 2024.

**RESOLUTION 202-24**

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

RESOLVED, that the Town Board hereby grants Chabad of Bedford a special event permit for a menorah lighting ceremony to be held at the Village Green from 4:00 to 5:00 pm on January 1, 2025.

**G. Energy Action Committee – Resignation of John Grogan**

**RESOLUTION 203-24**

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

RESOLVED, that the Town Board hereby accepts the resignation of John Grogan as a member of the Energy Action Committee.

**VIII. ADJOURNMENT:** There being no further business to come before the Board, Supervisor Hansan adjourned the meeting at 9:27 pm.

Erin Trostle, Town Clerk  
Dated at Pound Ridge, New York  
August 28, 2024