


# 2025 TENTATIVE BUDGET

Town of Pound Ridge  
179 Westchester Ave  
Pound Ridge, New York  
(914) 764-5511



Kevin C. Hansan  
Supervisor

Steven Conti  
Director of Finance

**TOWN OF POUND RIDGE**  
**2025 TENTATIVE BUDGET HIGHLIGHTS**

**TAX CAP ANALYSIS**

<b>2024 Tax Levy Amount</b>	<b>\$6,673,922</b>
<b>Growth Factor 0.90%</b>	<b>\$6,738,987</b>
<b>CPI Cap 2.00%</b>	<b>\$6,868,767</b>
<b>Carryover</b>	<b>\$3,574</b>
<b>Retirement Exclusion</b>	<b>\$1,692</b>
<b>2025 Levy Limit</b>	<b>\$6,874,033</b>
<b>Increase Allowed by Tax Cap</b>	<b>\$200,111</b>
<b>2025 Tax Levy</b>	<b>\$6,872,610</b>
<b>Increase over 2023</b>	<b>\$198,688</b>
<b>Amount Under Tax Cap</b>	<b>-\$1,423</b>

**GENERAL & HIGHWAY FUNDS COMBINED**

	<b>Change</b>
<b>Estimated Appropriations Increase</b>	<b>\$67,936</b>
<b>Estimated Revenues Increase</b>	<b>\$149,000</b>
<b>Total Tax Rate Increase</b>	<b>2.17%</b>

**2025 Budget**

**Capital Budget**

<b>Roads</b>	<b>\$500K</b>	
<b>Vehicles</b>	<b>\$350K</b>	
<b>Trails - Grant</b>	<b>\$225K</b>	<b>2025-2026</b>
<b>Shelter - Grant</b>	<b>\$125K</b>	
<b>ADA Court Room - Grant</b>	<b>\$100K</b>	
<b>Bus</b>	<b>Grant</b>	
<b>Police Building</b>	<b>\$25K</b>	

## Summary of 2025 Tentative Budget

Code	Fund	Appropriations	Revenues	Fund Balance	Raised by Taxes
A	GENERAL	\$8,024,620	\$3,584,252	\$275,000	\$4,165,368
A	LAND RESERVE	\$382,115	\$0	\$0	\$382,115
D	HIGHWAY	\$2,622,427	\$348,500	\$0	\$2,273,927
<b>TOTAL TOWN</b>		<b>\$11,029,162</b>	<b>\$3,932,752</b>	<b>\$275,000</b>	<b>\$6,821,410</b>

**SPECIAL DISTRICTS:**


PUBLIC PARKING	\$148,100	\$500	\$96,400	\$51,200
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	2024 TAX RATE	2024 TAXABLE VALUE	2025 RAISED BY TAXES	2025 TAX RATE
GENERAL/HIGHWAY	16.4724	382,114,985	6,439,295	16.8517
LAND RESERVE	1.0000	382,114,985	382,115	1.0000
PARKING DISTRICT # 1 (NOT TOWN WIDE)	21.4825	2,332,990	51,200	21.9461

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TOWN CLERK





**GENERAL FUND  
ESTIMATED REVENUES &  
APPROPRIATIONS**

JANUARY 1, 2025 - DECEMBER 31, 2025

**TOWN OF POUND RIDGE  
2025 TENTATIVE REVENUE BUDGET  
GENERAL FUND**

<b>001</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>ADOPTED</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>TENTATIVE</b>
1001	REAL PROPERTY TAXES	3,975,508	4,160,514	4,915,221	4,547,483
1010	PAYMENT IN LIEU OF TAXES	5,000	5,000	5,000	5,000
1090	INTEREST AND PENALTIES	180,000	180,000	230,000	230,000
1116	TAX ON CANNABIS	0	0	0	150,000
1120	SALES TAX DISTRIBUTION	1,130,000	1,260,000	1,285,000	1,340,000
1170	FRANCHISES/CABLE TV	150,000	150,000	150,000	135,000
1255	CLERK FEES	7,000	7,000	7,000	7,000
1560	SAFETY INSPECTION FEES	20,000	20,000	20,000	20,000
2001	PARK & RECREATION CHARGES	230,000	230,000	410,000	355,000
2002	CAMP	20,000	20,000	25,000	90,000
2012	RECREATION CONCESSIONS	2,200	2,200	2,200	3,000
2025	POOL CHARGES	135,000	135,000	180,000	200,000
2110	ZONING FEES	1,000	1,000	1,000	1,000
2115	PLANNING BOARD FEES	6,000	6,000	6,000	6,000
2130	DUMPSTER PERMITS	4,000	5,000	5,000	5,000
2190	SALE OF CEMETERY LOTS	12,000	12,000	12,000	14,000
2210	SERVICES OTHER GOVT'S	25,000	25,000	35,000	30,000
2215	ELECTION CHARGES	0	0	0	9,000
2401	INTEREST AND EARNINGS	40,000	65,000	185,000	135,000
2410	RENTAL OF REAL PROPERTY	35,000	52,000	54,000	54,000
2501	PROFESSIONAL LICENSES	4,000	4,000	4,000	0
2507	CARTER'S LICENSES	2,000	2,000	5,000	8,000
2544	DOG LICENSES	5,000	5,000	3,000	3,000

**TOWN OF POUND RIDGE  
2025 TENTATIVE REVENUE BUDGET  
GENERAL FUND**

<b>001</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>ADOPTED</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>TENTATIVE</b>
2590	PERMITS	200,000	200,000	240,000	250,000
2610	FINES & FORFEITED BAIL	40,000	40,000	40,000	40,000
2651	RECYCLING	800	800	800	0
2665	SALES OF EQUIPMENT	5,000	5,000	20,000	10,000
2680	INSURANCE RECOVERIES	0	0	0	0
2700	REIMBURSEMENT MEDICARE PART D	16,000	16,000	0	0
2701	REFUNDS PRIOR YRS EXPENDITURES	10,000	10,000	10,000	10,000
2705	GIFTS & DONATIONS	20,000	40,000	30,000	30,000
2770	UNCLASSIFIED REVENUES	0	0	0	0
3001	STATE AID, PER CAPITA	19,252	0	19,252	19,252
3005	STATE AID, MORTGAGE TAX	400,000	350,000	300,000	300,000
3060	RECORDS MANAGEMENT	0	0		
3089	OTHER GENERAL GOVT	0	0		
3389	STATE AID PUBLIC SAFETY	35,000	100,000	30,000	25,000
3960	STATE AID EMERGENCY ASST.	0	0	0	0
3989	UNCLASSIFIED STATE AID	25,000	90,000	60,000	0
4389	FEDERAL AID - PUBLIC SAFETY	0	0	0	0
4960	FEDERAL AID EMERGENCY ASST.	0	50,000	0	0
4965	FED - ARPA	0	100,000	121,000	100,000
9000	APPROPRIATED FUND BALANCE	400,000	470,000	0	275,000
	<b>SUBTOTAL (EXCLUDING PROP TAXES/FUND B</b>	<b>2,784,252</b>	<b>3,188,000</b>	<b>3,495,252</b>	<b>3,584,252</b>
	<b>GRAND TOTAL</b>	<b>7,159,760</b>	<b>7,818,514</b>	<b>8,410,473</b>	<b>8,406,735</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE BUDGET  
GENERAL FUND**

			<b>2025</b>
<b>PAGE</b>		<b>APPROPRIATIONS</b>	<b>BUDGET</b>
1	1010	TOWN BOARD	\$80,263
1	1110	JUSTICE COURT	\$201,409
1	1220	SUPERVISOR	\$139,076
1	1225	GRANTS ADMINISTRATOR	\$20,000
1	1230	TOWN ADMINISTRATOR	\$0
2	1310	FINANCE DEPARTMENT	\$228,344
2	1320	AUDITOR	\$85,000
2	1330	RECEIVER OF TAXES	\$139,317
2	1355	ASSESSOR	\$131,986
3	1410	TOWN CLERK	\$139,536
3	1420	ATTORNEY	\$118,923
3	1440	ENGINEER	\$10,000
3	1450	ELECTIONS	\$15,450
3	1620	BUILDINGS & MAINTENANCE	\$548,673
4	1670	CENTRAL PRINT & MAILING	\$20,000
4	1680	SHARED SERVICES	\$175,000
5	1910	UNALLOCATED INSURANCE	\$125,000
5	1920	MUNICIPAL ASSOCIATION DUES	\$2,225
5	1930	JUDGEMENT & CLAIMS	\$10,000
5	1950	TAXES ON TOWN OWNED PROP	\$17,500
5	1990	CONTINGENCY	\$370,000
5	3010	OFFICE OF EMERGENCY MGT	\$14,500
5	3020	COMMUNICATIONS SYSTEMS	\$87,500
6	3120	POLICE	\$1,295,972
6	3310	TRAFFIC CONTROL	\$4,000
7	3510	CONTROL OF ANIMALS	\$4,000
7	3620	SAFETY INSPECTIONS	\$276,647
7	4210	DRUG ABUSE COUNCIL	\$13,000
7	4310	DOMESTIC VIOLENCE INITIATIVE	\$10,000
7	4540	AMBULANCE	\$203,762
8	5010	HWY ADMINISTRATION	\$124,821
8	5132	HIGHWAY GARAGE	\$51,000
8	5182	STREET LIGHTING	\$4,000
8	6772	PROGRAMS-AGING/DISABLED	\$6,100
8	7020	RECREATION ADMINISTRATION	\$171,750

**TOWN OF POUND RIDGE  
2025 TENTATIVE BUDGET  
GENERAL FUND**

			<b>2025</b>
<b>PAGE</b>		<b>APPROPRIATIONS</b>	<b>BUDGET</b>
9	7110	PARK MAINTENANCE	\$128,516
9	7140	PARK & RECREATION	\$100,000
9	7160	CAMP	\$387,000
10	7180	POOL FACILITY	\$288,372
10	7270	BAND CONCERTS	\$5,000
10	7450	MUSEUM	\$4,200
11	7510	HISTORIAN	\$1,500
11	7520	LANDMARKS & HISTORIC DIST.COMM	\$8,400
11	7550	CELEBRATIONS	\$25,000
11	7620	SENIOR PROGRAMS	\$46,477
11	8010	ZONING BOARD	\$9,900
11	8020	PLANNING BOARD	\$69,900
12	8030	DEPARTMENT OF ENVIRONMENTAL	\$10,000
12	8050	WASTE WATER	\$0
12	8060	SUSTAINABILITY	\$1,000
12	8090	CONSERVATION BOARD	\$14,900
12	8540	WATER CONTROL	\$23,400
12	8560	SHADE TREES	\$20,000
12	8710	CONSERVATION/RECYCLING	\$25,000
12	8810	CEMETERIES	\$5,000
13	8989	HUMAN RIGHTS COMMITTEE	\$2,000
13	9010	EMPLOYEES RETIREMENT SYSTEM	\$290,000
13	9015	POLICE RETIREMENT	\$113,000
13	9030	SOCIAL SECURITY	\$275,000
13	9035	METROPOLITAN COMMUTER TAX	\$13,000
13	9040	WORKERS COMPENSATION	\$67,000
13	9050	UNEMPLOYMENT INSURANCE	\$1,000
13	9055	DISABILITY INSURANCE	\$2,300
13	9060	HOSPITAL/MEDICAL INSURANCE	\$1,085,000
13	9710	DEBT SERVICE - SERIAL BONDS	\$0
13	9730	BOND ANTICIPATION NOTE	\$158,000
		<b>TOTAL</b>	<b>\$8,024,620</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
<b>001</b>	<b>TOWN BOARD</b> <span style="float: right;"><b>1010</b></span>				
0101	SALARY-TOWN BOARD	40,976	42,208	43,263	43,263
0400	DEPT.SUPPLIES & EXPENSES	2,000	2,000	2,000	2,000
0405	REIMBURSABLE EXPENSES	5,000	5,000	5,000	5,000
0415	PROFESSIONAL SERVICES	8,000	28,000	30,000	30,000
	<b>TOTAL</b>	<b>55,976</b>	<b>77,208</b>	<b>80,263</b>	<b>80,263</b>
<b>001</b>	<b>JUSTICE COURT</b> <span style="float: right;"><b>1110</b></span>				
0100	COURT CLERK	84,864	87,410	89,595	89,595
0102	TOWN JUSTICES	55,698	57,370	58,804	58,804
0103	HOURLY CLERICAL	35,000	26,250	27,510	27,510
0400	DEPT.SUPPLIES & EXPENSE	6,000	7,500	9,300	8,000
0405	REIMBURSEABLE EXPENSES	2,000	2,000	2,000	4,500
0410	PROSECUTER	12,000	12,000	12,000	12,000
0415	COURT REPORTER	1,000	1,000	1,000	1,000
	<b>TOTAL</b>	<b>196,562</b>	<b>193,530</b>	<b>200,209</b>	<b>201,409</b>
<b>001</b>	<b>SUPERVISOR</b> <span style="float: right;"><b>1220</b></span>				
0100	SALARY - SUPERVISOR	48,048	49,490	50,727	50,727
0101	DEPUTY	10,244	10,552	10,816	1,000
0102	CONFIDENTIAL SECRETARY	78,000	80,340	82,349	82,349
0400	DEPARTMENTAL SUPPLIES	2,000	3,000	3,000	3,000
0405	REIMBURSEABLE EXPENSES	2,000	2,000	2,000	2,000
	<b>TOTAL</b>	<b>140,292</b>	<b>145,382</b>	<b>148,892</b>	<b>139,076</b>
<b>001</b>	<b>GRANTS ADMINISTRATOR</b> <span style="float: right;"><b>1225</b></span>				
0100	ADMINISTRATOR	0	0	20,000	20,000
	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>
<b>001</b>	<b>TOWN ADMINISTRATOR</b> <span style="float: right;"><b>1230</b></span>				
0100	ADMINISTRATOR	0	0	75,000	0
	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>75,000</b>	<b>0</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
<b>001</b>	<b>FINANCE DEPARTMENT 1310</b>				
<b>0100</b>	DEPARTMENT HEAD SALARY	113,506	113,506	116,343	116,344
<b>0102</b>	ACCOUNTANT	0	0	0	10,000
<b>0103</b>	HOURLY - CLERICAL	55,000	43,000	84,700	70,000
<b>0400</b>	DEPT. SUPPLIES & EXPENSES	500	500	500	2,000
<b>0405</b>	REIMBURSEABLE EXPENSES	2,000	2,000	2,000	2,000
<b>0410</b>	PROFESSIONAL SERVICES/CONTRACT	10,000	10,000	10,000	18,000
<b>0418</b>	SOFTWARE SUBSCRIPTIONS	13,000	13,000	13,000	10,000
	<b>TOTAL</b>	<b>194,006</b>	<b>174,006</b>	<b>226,543</b>	<b>228,344</b>
<b>001</b>	<b>AUDITOR 1320</b>				
<b>0410</b>	PROFESSIONAL SERVICES/CONTRACT	39,500	42,500	85,000	85,000
	<b>TOTAL</b>	<b>39,500</b>	<b>42,500</b>	<b>85,000</b>	<b>85,000</b>
<b>001</b>	<b>RECEIVER OF TAXES 1330</b>				
<b>0100</b>	DEPARTMENT HEAD SALARY	77,520	79,846	81,842	81,842
<b>0103</b>	HOURLY CLERICAL	7,000	35,000	31,775	31,775
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	3,000	4,500	6,300	6,675
<b>0405</b>	REIMBURSABLE EXPENSES	500	4,150	3,900	4,025
<b>0418</b>	SOFTWARE SUBSCRIPTIONS	10,000	31,000	11,270	15,000
	<b>TOTAL</b>	<b>98,020</b>	<b>154,496</b>	<b>135,087</b>	<b>139,317</b>
<b>001</b>	<b>ASSESSOR 1355</b>				
<b>0100</b>	DEPARTMENT HEAD SALARY	95,938	98,816	101,286	101,286
<b>0102</b>	ASSESSMENT REVIEW BD.	1,708	1,708	1,700	1,700
<b>0103</b>	ASSESSMENT CLERK	5,000	11,700	11,700	11,700
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	1,300	1,300	1,300	1,300
<b>0405</b>	REIMBURSEABLE EXPENSES	4,000	4,000	3,000	3,000
<b>0410</b>	PROFESSIONAL SERVICES/CONTRACT	10,000	10,000	13,000	13,000
		<b>117,946</b>	<b>127,524</b>	<b>131,986</b>	<b>131,986</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
<b>001</b>	<b>TOWN CLERK</b> <span style="float: right;"><b>1410</b></span>				
<b>0100</b>	SALARY TOWN CLERK	89,757	92,450	94,761	94,761
<b>0101</b>	DEPUTY	23,752	24,370	31,775	31,775
<b>0103</b>	HOURLY	0	50,000	31,000	0
<b>0400</b>	DPTMNTL. SUPPLIES & EXPENSE	1,000	16,000	3,000	3,000
<b>0401</b>	LEGAL ADS	1,000	2,000	2,400	2,400
<b>0405</b>	REIMBURSEABLE EXPENSES	4,000	4,000	4,000	4,000
<b>0410</b>	PROFESSIONAL SERVICES	10,000	2,500	2,500	2,500
<b>0418</b>	SOFTWARE MAINTENANCE	970	970	1,050	1,100
	<b>TOTAL</b>	<b>130,479</b>	<b>192,290</b>	<b>170,486</b>	<b>139,536</b>
<b>001</b>	<b>ATTORNEY</b> <span style="float: right;"><b>1420</b></span>				
<b>0100</b>	DEPARTMENT HEAD SALARY	48,753	50,216	51,471	51,471
<b>0101</b>	DEPUTY TOWN ATTORNEY	26,002	26,782	27,452	27,452
<b>0415</b>	TECHNICAL ASSISTANCE/ADVISORY	10,000	30,000	30,000	40,000
	<b>TOTAL</b>	<b>84,755</b>	<b>106,998</b>	<b>108,923</b>	<b>118,923</b>
<b>415</b>	<b>ENGINEER</b> <span style="float: right;"><b>1440</b></span>				
	TECHNICAL ASSISTANCE/ADVISORY	0	10,000	10,000	10,000
	<b>TOTAL</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>001</b>	<b>ELECTIONS</b> <span style="float: right;"><b>1450</b></span>				
<b>0100</b>	ELECTIONS OFFICER	2,000	2,000	5,000	5,000
<b>0103</b>	WAGES - HOURLY	200	0	0	3,500
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	0	0	0	500
<b>0422</b>	CONTRACTUAL SERVICES	5,800	6,000	6,200	6,450
	<b>TOTAL</b>	<b>8,000</b>	<b>8,000</b>	<b>11,200</b>	<b>15,450</b>
<b>001</b>	<b>BUILDINGS &amp; MAINTENANCE</b> <span style="float: right;"><b>1620</b></span>				
<b>0101</b>	SUPERINTENDANT GROUNDS	93,600	96,408	110,000	110,000
<b>0102</b>	SALARY-ADMIN.	10,400	0	0	0
<b>0103</b>	WAGES - HOURLY	174,848	218,250	234,831	216,474



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GENERAL FUND**

		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>ACCOUNT</b>	<b>DEPARTMENT</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>TENTATIVE</b>
<b>0107</b>	OVERTIME	18,000	25,000	25,000	25,000
<b>0201</b>	MAINTENANCE EQUIP.	5,000	5,000	35,000	15,000
<b>0202</b>	VEHICLES	0	0	0	0
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	40,000	50,000	50,000	60,000
<b>0402</b>	TELEPHONE	10,000	10,000	10,000	10,000
<b>0403</b>	ELECTRIC	15,000	20,000	26,000	26,000
<b>0404</b>	FUEL	20,000	28,000	25,000	25,000
<b>0406</b>	MAINTENANCE AND REPAIRS	28,000	35,000	30,000	30,000
<b>0410</b>	PROFESSIONAL SERVICES/CONTRACT	24,000	26,000	26,000	26,000
<b>0419</b>	UNIFORMS/CLOTHING	3,750	4,500	5,200	5,200
	<b>TOTAL</b>	<b>442,597</b>	<b>518,157</b>	<b>577,030</b>	<b>548,673</b>
<b>001</b>	<b>CENTRAL PRINT &amp; MAILING 1670</b>				
<b>0401</b>	SHARED SERVICES SUPPLIES	20,000	20,000	20,000	20,000
	<b>TOTAL</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>001</b>	<b>SHARED SERVICES 1680</b>				
<b>0100</b>	BENEFITS ADMIN	10,000	4,000	4,000	4,000
<b>0102</b>	RECEPTIONS ADMIN	0	6,000	6,000	6,000
<b>0101</b>	COMPUTER SYSTEMS MANAGER	6,500	6,500	6,500	6,500
<b>0103</b>	WAGES	0	14,550	48,000	48,000
<b>0104</b>	LONGEVITY	0	18,000	18,250	19,000
<b>0105</b>	CIVIL SERVICE	0	0	4,000	4,000
<b>0201</b>	EQUIPMENT	15,000	30,000	20,000	10,000
<b>0205</b>	COMPUTERS/PRINTERS	12,000	10,000	10,000	10,000
<b>0400</b>	DEPT. SUPPLIES & EXPENSES	10,000	10,000	20,000	20,000
<b>0410</b>	COMPUTER CONSULTANT	25,000	50,000	35,000	35,000

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
0415	TECHNICAL ASSISTANCE/WEBMASTER	3,000	3,000	3,000	3,000
0416	COMPUTER SOFTWARE & SUBSCRIPTIONS	8,000	15,000	10,000	5,000
0418	COMPUTER MAINTENANCE & REPAIR	2,000	2,000	2,000	2,000
0421	GIS	5,000	5,000	5,000	2,500
	<b>TOTAL</b>	<b>96,500</b>	<b>174,050</b>	<b>191,750</b>	<b>175,000</b>
001	<b>UNALLOCATED INSURANCE 1910</b>				
0400	DEPT. SUPPLIES AND EXPENSES	93,000	105,000	110,000	125,000
	<b>TOTAL</b>	<b>93,000</b>	<b>105,000</b>	<b>110,000</b>	<b>125,000</b>
001	<b>MUNICIPAL ASSOCIATION DUES 1920</b>				
0400	MUNICIPAL DUES	2,225	2,225	2,225	2,225
0409	WMOA MEETING	0	0	0	0
	<b>TOTAL</b>	<b>2,225</b>	<b>2,225</b>	<b>2,225</b>	<b>2,225</b>
001	<b>JUDGEMENT &amp; CLAIMS 1930</b>				
0400	DEPT.SUPPLIES & EXPENSES	10,000	10,000	10,000	10,000
	<b>TOTAL</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
001	<b>TAXES ON TOWN OWNED PROP 1950</b>				
0400	PROPERTY TAXES	0	0	17,500	17,500
	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>17,500</b>	<b>17,500</b>
001	<b>CONTINGENCY 1990</b>				
0400	CONTINGENCY ACCOUNT	100,000	158,460	97,900	370,000
	<b>TOTAL</b>	<b>100,000</b>	<b>158,460</b>	<b>97,900</b>	<b>370,000</b>
001	<b>OFFICE OF EMERGENCY MGT 3010</b>				
0201	DEPARTMENTAL EQUIPMENT	6,000	6,000	9,800	11,000
0400	DEPARTMENT SUPPLIES AND EXP	3,000	3,000	3,000	3,000
0402	TELEPHONE	500	500	500	500
	<b>TOTAL</b>	<b>9,500</b>	<b>9,500</b>	<b>13,300</b>	<b>14,500</b>
001	<b>COMMUNICATIONS SYSTEMS 3020</b>				
0201	DEPARTMENTAL EQUIPMENT	20,000	85,000	35,000	20,000
0400	DPTMNTL. SUPPLIES & EXPENSE	50,000	50,000	50,000	54,000
0402	TELEPHONE	10,000	10,000	10,000	10,500
0406	MAINTENANCE AND REPAIRS	3,000	3,000	3,000	3,000
	<b>TOTAL</b>	<b>83,000</b>	<b>148,000</b>	<b>98,000</b>	<b>87,500</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>ACCOUNT</b>	<b>DEPARTMENT</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>TENTATIVE</b>
<b>001</b>	<b>POLICE</b> <span style="float: right;"><b>3120</b></span>				
<b>0100</b>	DEPARTMENT HEAD	170,000	103,000	105,575	105,575
<b>0102</b>	CONF. SECRETARY TO CHIEF	73,627	75,836	80,000	80,000
<b>0103</b>	WAGES - HOURLY	826,680	857,325	857,325	857,325
<b>0104</b>	COURT OFFICER	6,000	7,000	8,572	8,572
<b>0107</b>	OVERTIME	88,000	100,000	100,000	90,000
<b>0108</b>	POLICE - IT COORDINATOR	50,000	55,676	30,000	30,000
<b>0200</b>	FURNITURE & FURNISHINGS	1,000	500	1,000	1,000
<b>0201</b>	EQUIPMENT	18,000	15,000	50,000	20,000
<b>0204</b>	POLICE VEHICLES	0	0	0	0
<b>0205</b>	COMPUTERS	4,000	13,000	5,000	5,000
<b>0400</b>	DEPARTMENTAL SUPPLIES	15,000	15,000	16,000	16,000
<b>0402</b>	TELEPHONE	3,000	3,000	3,000	3,000
<b>0403</b>	ELECTRIC	5,500	5,500	5,500	5,500
<b>0405</b>	REIMBURSEABLE EXPENSES	6,000	5,000	6,000	6,000
<b>0406</b>	MAINTENANCE & REPAIRS	15,000	30,000	30,000	30,000
<b>0410</b>	PROFESSIONAL SERVICES	0	0	25,000	0
<b>0416</b>	COMPUTER SOFTWARE	20,000	22,000	24,000	10,000
<b>0418</b>	COMPUTER MAINTENANCE & REPAIR	16,300	16,300	16,500	8,000
<b>0419</b>	UNIFORMS/CLOTHING	20,000	20,000	26,000	20,000
	<b>TOTAL</b>	<b>1,338,107</b>	<b>1,344,136</b>	<b>1,389,472</b>	<b>1,295,972</b>
<b>001</b>	<b>TRAFFIC CONTROL</b> <span style="float: right;"><b>3310</b></span>				
<b>0400</b>	DPTMNTL. SUPPLIES & EXPENSE	4,000	4,000	4,000	4,000
	<b>TOTAL</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
<b>001</b>	<b>CONTROL OF ANIMALS 3510</b>				
<b>0103</b>	ANIMAL CONTROL OFFICER	2,000	2,000	2,000	2,000
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	1,000	1,000	1,000	1,000
<b>0410</b>	PROFESSIONAL SERVICES	1,000	1,000	1,000	1,000
	<b>TOTAL</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>001</b>	<b>SAFETY INSPECTIONS 3620</b>				
<b>0100</b>	DEPARTMENT HEAD SALARY	117,187	120,702	123,720	123,720
<b>0101</b>	ASSIST. BUILD. INSPECTOR	70,000	66,950	75,000	75,000
<b>0102</b>	SALARIED - OTHER	55,000	56,650	58,066	58,066
<b>0105</b>	APPLICATION COORDINATOR	7,661	7,661	7,661	7,661
<b>0203</b>	VEHICLE	0	0	0	0
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	2,000	2,000	4,000	4,000
<b>0402</b>	TELEPHONE	1,300	1,300	1,300	1,300
<b>0405</b>	REIMBURSEABLE EXPENSES	1,500	1,500	1,500	1,500
<b>0406</b>	MAINTENANCE & REPAIRS	500	2,500	2,500	2,500
<b>0410</b>	PROFESSIONAL SERVICES/CONTRACT	2,900	2,900	2,900	2,900
	<b>TOTAL</b>	<b>258,048</b>	<b>262,163</b>	<b>276,647</b>	<b>276,647</b>
<b>001</b>	<b>DRUG ABUSE COUNCIL 4210</b>				
<b>0400</b>	D.A.P.C.	13,000	13,000	13,000	13,000
	<b>TOTAL</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>
<b>001</b>	<b>DOMESTIC VIOLENCE INITIATIVE 4310</b>				
<b>0400</b>	SUPPLIES AND EXPENSES	20,000	20,000	15,000	10,000
	<b>TOTAL</b>	<b>20,000</b>	<b>20,000</b>	<b>15,000</b>	<b>10,000</b>
<b>001</b>	<b>AMBULANCE 4540</b>				
<b>0410</b>	ADVANCED LIFE SUPPORT	140,000	150,000	180,000	203,762
	<b>TOTAL</b>	<b>140,000</b>	<b>150,000</b>	<b>180,000</b>	<b>203,762</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
<b>001</b>	<b>HWY ADMINISTRATION 5010</b>				
<b>0100</b>	DEPARTMENT HEAD SALARY	112,309	115,679	118,571	118,571
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	3,000	3,000	3,000	3,000
<b>0402</b>	TELEPHONE	1,800	1,800	1,500	1,500
<b>0405</b>	REIMBURSEABLE EXPENSES	1,000	1,000	1,000	1,000
<b>0419</b>	CLOTHING	750	750	750	750
	<b>TOTAL</b>	<b>118,859</b>	<b>122,229</b>	<b>124,821</b>	<b>124,821</b>
<b>001</b>	<b>HIGHWAY GARAGE 5132</b>				
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	6,000	6,000	6,000	6,000
<b>0403</b>	ELECTRIC	8,000	9,000	9,000	9,000
<b>0404</b>	FUEL	16,000	16,000	16,000	16,000
<b>0406</b>	MAINTENANCE & REPAIRS	20,000	20,000	20,000	20,000
	<b>TOTAL</b>	<b>50,000</b>	<b>51,000</b>	<b>51,000</b>	<b>51,000</b>
<b>001</b>	<b>STREET LIGHTING 5182</b>				
<b>0403</b>	ELECTRIC	8,000	10,000	6,000	4,000
	<b>TOTAL</b>	<b>8,000</b>	<b>10,000</b>	<b>6,000</b>	<b>4,000</b>
<b>001</b>	<b>PROGRAMS-AGING/DISABLED 6772</b>				
<b>0410</b>	N.E.W.	6,650	6,650	6,100	6,100
	<b>TOTAL</b>	<b>6,650</b>	<b>6,650</b>	<b>6,100</b>	<b>6,100</b>
<b>001</b>	<b>RECREATION ADMINISTRATION 7020</b>				
<b>0100</b>	DEPARTMENT HEAD SALARY	100,776	114,000	92,250	92,250
<b>0102</b>	REC LEADER	49,920	49,440	62,000	62,000
<b>0103</b>	RECREATION ASSISTANT	8,000	0	0	0
<b>0107</b>	OVERTIME	0	0	5,000	5,000
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	9,000	9,000	9,000	9,000
<b>0402</b>	TELEPHONE	2,000	2,000	2,000	2,000
<b>0405</b>	REIMBURSEABLES	1,500	2,500	1,500	1,500
	<b>TOTAL</b>	<b>171,196</b>	<b>176,940</b>	<b>171,750</b>	<b>171,750</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
<b>001</b>	<b>PARK MAINTENANCE</b> <b>7110</b>				
<b>0103</b>	WAGES - HOURLY	64,842	85,573	93,016	93,016
<b>0107</b>	OVERTIME	3,000	3,000	3,000	3,000
<b>0201</b>	DEPARTMENTAL EQUIPMENT	2,000	2,000	2,000	2,000
<b>0400</b>	PARK SUPPLIES & EXPENSES	5,000	5,000	5,000	5,000
<b>0403</b>	ELECTRIC	500	500	500	500
<b>0404</b>	FUEL	0	0	0	5,000
<b>0406</b>	MAINTENANCE & REPAIRS	10,000	10,000	15,000	15,000
<b>0407</b>	BALLFIELD MAINTENANCE	2,500	2,500	0	0
<b>0408</b>	POND MAINTENANCE	0	0	5,000	5,000
	<b>TOTAL</b>	<b>87,842</b>	<b>108,573</b>	<b>123,516</b>	<b>128,516</b>
<b>001</b>	<b>PARK &amp; RECREATION</b> <b>7140</b>				
<b>0103</b>	WAGES-PROGRAM STAFF	10,000	10,000	30,000	40,000
<b>0201</b>	EQUIPMENT	25,000	16,500	10,000	10,000
<b>0400</b>	DEPT. SUPPLIES & EXPENSES	25,000	25,000	15,000	15,000
<b>0406</b>	EVENTS	3,500	3,500	11,500	15,000
<b>0410</b>	PROFESSIONAL SERVICES/CONTRACT	20,000	20,000	20,000	20,000
	<b>TOTAL</b>	<b>83,500</b>	<b>75,000</b>	<b>86,500</b>	<b>100,000</b>
<b>001</b>	<b>CAMP</b> <b>7160</b>				
<b>0102</b>	DAY CAMP - SALARIED	140,000	165,000	275,000	275,000
<b>0104</b>	TEEN TRAVEL CAMP - SALARIED	0	0	0	25,000
<b>0400</b>	DEPT. SUPPLIES & EXPENSES	0	0	15,000	15,000
<b>0406</b>	TRAVEL	0	0	80,000	55,000

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
0410	PROFESSIONAL SERVICES/CONTRACT	0	0	10,000	10,000
0425	CAMP TRIPS	15,000	15,000	15,000	7,000
	<b>TOTAL</b>	<b>155,000</b>	<b>180,000</b>	<b>395,000</b>	<b>387,000</b>
001	<b>POOL FACILITY</b>				
					<b>7180</b>
0101	SALARIED - OTHER	30,000	30,000	40,000	40,000
0102	LIFEGUARDS	120,000	130,000	142,000	142,000
0103	WAGES - HOURLY	5,780	8,022	8,172	8,172
0107	OVERTIME	2,000	2,000	2,000	2,000
0201	POOL EQUIPMENT	5,000	5,000	10,000	20,000
0400	POOL SUPPLIES & EXPENSES	28,000	28,000	20,000	12,000
0401	POOL CHEMICALS & SUPPLIES	0	0	0	18,000
0402	TELEPHONE	0	0	0	0
0403	ELECTRIC - POOL	20,000	25,000	25,000	25,000
0404	FUEL - POOL	1,200	1,200	1,200	1,200
0406	MAINTENANCE AND REPAIRS	15,000	15,000	30,850	20,000
0410	PROFESSIONAL SERVICES	0	0	0	0
	<b>TOTAL</b>	<b>226,980</b>	<b>244,222</b>	<b>279,222</b>	<b>288,372</b>
001	<b>BAND CONCERTS</b>				
					<b>7270</b>
0400	ENTERTAINMENT	10,000	4,000	8,000	5,000
	<b>TOTAL</b>	<b>10,000</b>	<b>4,000</b>	<b>8,000</b>	<b>5,000</b>
001	<b>MUSEUM</b>				
					<b>7450</b>
0403	ELECTRIC	400	700	700	700
0404	FUEL	2,000	2,500	2,500	2,500
0406	MAINTENANCE & REPAIRS	0	0	10,000	1,000
	<b>TOTAL</b>	<b>2,400</b>	<b>3,200</b>	<b>13,200</b>	<b>4,200</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
<b>001</b>	<b>HISTORIAN</b> <span style="float: right;"><b>7510</b></span>				
<b>0100</b>	SALARIED - OTHER	1,500	1,500	1,500	1,500
	<b>TOTAL</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
<b>001</b>	<b>LANDMARKS &amp; HISTORIC DIST. 7520</b>				
<b>0100</b>	SALARIED - OTHER	900	3,400	3,400	3,400
<b>0103</b>	WAGES - HOURLY	1,000	1,000	1,000	1,000
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	1,000	2,000	6,000	4,000
	<b>TOTAL</b>	<b>2,900</b>	<b>6,400</b>	<b>10,400</b>	<b>8,400</b>
<b>001</b>	<b>CELEBRATIONS</b> <span style="float: right;"><b>7550</b></span>				
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	18,000	20,000	28,000	25,000
	<b>TOTAL</b>	<b>18,000</b>	<b>20,000</b>	<b>28,000</b>	<b>25,000</b>
<b>001</b>	<b>SENIOR PROGRAMS</b> <span style="float: right;"><b>7620</b></span>				
<b>0102</b>	SALARIED - OTHER	26,026	26,807	27,477	27,477
<b>0103</b>	WAGES - HOURLY	3,000	3,000	4,000	4,000
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	10,000	10,000	15,000	15,000
	<b>TOTAL</b>	<b>39,026</b>	<b>39,807</b>	<b>46,477</b>	<b>46,477</b>
<b>001</b>	<b>ZONING BOARD</b> <span style="float: right;"><b>8010</b></span>				
<b>0101</b>	SALARY ZONING BD.	2,900	2,900	2,900	2,900
<b>0102</b>	SALARY - OTHER	5,000	5,000	5,000	5,000
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	0	0	0	0
<b>0405</b>	REIMBURSEABLE EXPENSES	2,000	2,000	2,000	2,000
	<b>TOTAL</b>	<b>9,900</b>	<b>9,900</b>	<b>9,900</b>	<b>9,900</b>
<b>001</b>	<b>PLANNING BOARD</b> <span style="float: right;"><b>8020</b></span>				
<b>0101</b>	SALARY PLANNING BD.	3,900	3,900	3,900	3,900
<b>0102</b>	SALARY - OTHER	55,000	56,650	40,000	40,000
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	1,000	1,000	1,000	1,000
<b>0405</b>	REIMBURSEABLE EXPENSES	2,500	2,500	2,500	2,500
<b>0410</b>	PROFESSIONAL SERVICES	8,000	8,000	7,500	7,500
<b>0411</b>	COMPREHENSIVE PLAN	10,000	15,000	15,000	15,000
	<b>TOTAL</b>	<b>80,400</b>	<b>87,050</b>	<b>69,900</b>	<b>69,900</b>



**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
<b>001</b>	<b>ENVIRONMENTAL PROTECTION 8030</b>				
<b>0410</b>	PROFESSIONAL SERVICES/CONTRACT	10,000	10,000	10,000	10,000
	<b>TOTAL</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>001</b>	<b>WASTE WATER 8050</b>				
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	0	0	0	0
<b>0410</b>	PROFESSIONAL SERVICES/ CONTRACT	0	25,000	95,000	0
	<b>TOTAL</b>	<b>0</b>	<b>25,000</b>	<b>95,000</b>	<b>0</b>
<b>001</b>	<b>ENERGY ACTION COMMITTEE 8060</b>				
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	2,000	1,000	1,000	1,000
	<b>TOTAL</b>	<b>2,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>001</b>	<b>CONSERVATION BOARD 8090</b>				
<b>0101</b>	CONSERVATION BOARD	4,900	4,900	4,900	4,900
<b>0103</b>	WAGES- HOURLY	2,000	2,000	2,000	2,000
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	7,500	8,040	7,500	7,500
<b>0405</b>	REIMBURSEABLE EXPENSES	500	500	500	500
	<b>TOTAL</b>	<b>14,900</b>	<b>14,900</b>	<b>14,900</b>	<b>14,900</b>
<b>001</b>	<b>WATER CONTROL 8540</b>				
<b>0102</b>	SALARY COMMISSION	2,900	2,900	2,900	2,900
<b>0103</b>	HOURLY CLERICAL	15,000	15,450	20,000	20,000
<b>0400</b>	DEPT. SUPPLIES AND EXPENSES	500	500	500	500
	<b>TOTAL</b>	<b>18,400</b>	<b>18,850</b>	<b>23,400</b>	<b>23,400</b>
<b>001</b>	<b>SHADE TREES 8560</b>				
<b>0406</b>	MAINTENANCE & REPAIRS	25,000	30,000	20,000	20,000
	<b>TOTAL</b>	<b>25,000</b>	<b>30,000</b>	<b>20,000</b>	<b>20,000</b>
<b>001</b>	<b>CONSERVATION/RECYCLING 8710</b>				
<b>0400</b>	RECYCLING EXPENSES	20,000	25,000	25,000	25,000
	<b>TOTAL</b>	<b>20,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>001</b>	<b>CEMETERIES 8810</b>				
<b>0100</b>	CEMETERY COMMISSIONER	3,000	3,000	3,000	3,000
<b>0400</b>	DEPT. SUPPLIES & EXPENSES	0	0	5,000	0
<b>0406</b>	MAINTENANCE AND REPAIRS	5,000	3,000	3,000	2,000
	<b>TOTAL</b>	<b>8,000</b>	<b>6,000</b>	<b>11,000</b>	<b>5,000</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE APPROPRIATION BUDGET  
GENERAL FUND**

		2022	2023	2024	2025
ACCOUNT	DEPARTMENT	ADOPTED	ADOPTED	ADOPTED	TENTATIVE
<b>001</b>	<b>HUMAN RIGHTS COMMITTEE 8989</b>				
<b>0400</b>	DEPT. SUPPLIES & EXPENSES	0	0	0	0
<b>0410</b>	PROFESSIONAL SERVICES	500	2,000	2,000	2,000
	<b>TOTAL</b>	<b>500</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
<b>001</b>	<b>EMPLOYEES RETIREMENT 9010</b>				
<b>0801</b>	STATE RETIREMENT	290,000	273,500	240,000	290,000
	<b>TOTAL</b>	<b>290,000</b>	<b>273,500</b>	<b>240,000</b>	<b>290,000</b>
<b>001</b>	<b>POLICE RETIREMENT 9015</b>				
<b>0801</b>	STATE RETIREMENT	140,000	110,000	100,000	113,000
	<b>TOTAL</b>	<b>140,000</b>	<b>110,000</b>	<b>100,000</b>	<b>113,000</b>
<b>001</b>	<b>SOCIAL SECURITY 9030</b>				
<b>0801</b>	SOCIAL SECURITY	238,000	244,000	275,000	275,000
	<b>TOTAL</b>	<b>238,000</b>	<b>244,000</b>	<b>275,000</b>	<b>275,000</b>
<b>001</b>	<b>METROPOLITAN COMMUTER TAX 9035</b>				
<b>0804</b>	MCTMT	14,000	12,000	13,000	13,000
	<b>TOTAL</b>	<b>14,000</b>	<b>12,000</b>	<b>13,000</b>	<b>13,000</b>
<b>001</b>	<b>WORKERS COMPENSATION 9040</b>				
<b>0801</b>	WORKERS COMPENSATION	80,000	68,000	63,000	67,000
	<b>TOTAL</b>	<b>80,000</b>	<b>68,000</b>	<b>63,000</b>	<b>67,000</b>
<b>001</b>	<b>UNEMPLOYMENT INSURANCE 9050</b>				
<b>0801</b>	UNEMPLOYMENT INSURANCE	1,000	1,000	1,000	1,000
	<b>TOTAL</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>001</b>	<b>DISABILITY INSURANCE 9055</b>				
<b>0801</b>	DISABILITY INSURANCE	18,000	2,300	2,300	2,300
	<b>TOTAL</b>	<b>18,000</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>
<b>001</b>	<b>HOSPITAL/MEDICAL INSURANCE 9060</b>				
<b>0801</b>	HOSPITAL/MEDICAL INSURANCE	920,000	1,020,000	1,030,000	1,060,000
<b>0802</b>	DENTAL	27,000	27,000	27,000	25,000
	<b>TOTAL</b>	<b>947,000</b>	<b>1,047,000</b>	<b>1,057,000</b>	<b>1,085,000</b>
<b>001</b>	<b>DEBT SERVICE - SERIAL BONDS 9710</b>				
<b>0601</b>	PRINCIPAL (Proj 13 & 15)	32,000	32,000	0	0
<b>0701</b>	INTEREST	3,000	3,000	0	0
	<b>TOTAL</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>	<b>0</b>
<b>001</b>	<b>BOND ANTICIPATION NOTE 9730</b>				
<b>0601</b>	PRINCIPAL	130,000	150,000	150,000	130,000
<b>0701</b>	INTEREST	20,000	37,000	50,000	28,000
	<b>TOTAL</b>	<b>150,000</b>	<b>187,000</b>	<b>200,000</b>	<b>158,000</b>
	<b>GRAND TOTAL</b>	<b>6,783,466</b>	<b>7,433,646</b>	<b>8,008,299</b>	<b>8,024,620</b>



**HIGHWAY FUND  
ESTIMATED REVENUES &  
APPROPRIATIONS**

JANUARY 1, 2025 - DECEMBER 31, 2025

**TOWN OF POUND RIDGE  
2025 TENTATIVE REVENUE BUDGET  
HIGHWAY FUND**

		2022	2023	2024	2025
015		ADOPTED	ADOPTED	ADOPTED	TENTATIVE
1001	REAL PROPERTY TAXES	2,278,783	2,276,554	2,269,281	2,273,927
2111	MULCH FEES	1,000	1,000	1,000	500
2300	SERVICES FOR OTHER GOVERNMENTS	10,000	10,000	12,000	12,000
2401	INTEREST AND EARNINGS	200	200	500	1,000
2650	SALE OF SCRAP	0	0	0	0
2665	SALES OF EQUIPMENT	20,000	25,000	25,000	25,000
2680	INSURANCE RECOVERIES	10,000	10,000	10,000	10,000
2801	INTERFUND REVENUES	20,000	15,000	0	0
3501	STATE AID	180,000	180,000	180,000	300,000
3960	STATE AID EMERGENCY ASST.	0	0	0	0
4960	FEDERAL AID EMERGENCY ASST.	0	0	60,000	0
9000	APPROPRIATED FUND BALANCE	100,000	100,000	0	0
	<b>SUBTOTAL (EX PROP TAXES &amp; FUND BAL)</b>	<b>241,200</b>	<b>241,200</b>	<b>288,500</b>	<b>348,500</b>
	<b>TOTAL (INCLUDING PROPERTY TAXES)</b>	<b>2,619,983</b>	<b>2,617,754</b>	<b>2,557,781</b>	<b>2,622,427</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE BUDGET  
HIGHWAY FUND**

			<b>2025</b>
<b>PAGE</b>		<b>APPROPRIATIONS</b>	<b>BUDGET</b>
1	5110	ROAD MAINTENANCE	\$339,929
1	5112	PERMANENT IMPROVEMENTS	\$300,000
1	5130	MACHINERY	\$287,944
1	5140	BRUSH & WEEDS	\$466,138
1	5142	SNOW REMOVAL	\$363,615
2	9010	EMPLOYEES RETIREMENT SYSTEM	\$140,000
2	9030	SOCIAL SECURITY	\$63,000
2	9035	MTA	\$3,000
2	9040	WORKERS COMPENSATION	\$43,000
2	9055	DISABILITY INSURANCE	\$800
2	9060	HOSPITAL/MEDICAL INSURANCE	\$330,000
2	9710	DEBT SERVICE - SERIAL BONDS	\$0
2	9730	BOND ANTICIPATION NOTE	\$285,000
		<b>TOTAL</b>	<b>\$2,622,427</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE APROPRIATION BUDGET  
HIGHWAY FUND**

ACCOUNT		2022	2023	2024	2025
		ADOPTED	ADOPTED	ADOPTED	TENTATIVE
<b>015</b>	<b>ROAD MAINTENANCE</b>	<b>5110</b>			
<b>0103</b>	WAGES - HOURLY	157,496	144,619	145,898	144,679
<b>0104</b>	LONGEVITY	12,000	10,250	10,250	10,250
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	100,000	100,000	100,000	100,000
<b>0404</b>	FUEL	85,000	100,000	90,000	85,000
<b>0410</b>	PROFESSIONAL SERV	0	0	25,000	0
	<b>TOTAL</b>	<b>354,496</b>	<b>354,869</b>	<b>371,148</b>	<b>339,929</b>
<b>015</b>	<b>PERMANENT IMPROVEMENTS</b>	<b>5112</b>			
<b>0232</b>	CAPITAL IMPROVEMENTS (CHIPS)	180,000	180,000	180,000	300,000
	<b>TOTAL</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>	<b>300,000</b>
<b>015</b>	<b>MACHINERY</b>	<b>5130</b>			
<b>0103</b>	WAGES - HOURLY	93,687	96,452	97,194	97,194
<b>0107</b>	OVERTIME	10,000	10,000	10,000	10,000
<b>0201</b>	MAINTENANCE EQUIPMENT	35,000	35,000	35,000	35,000
<b>0203</b>	HIGHWAY VEHICLES	0	0	0	0
<b>0400</b>	DEPT.SUPPLIES & EXPENSES	35,000	45,000	50,000	50,000
<b>0406</b>	MAINTENANCE & REPAIRS	90,000	90,000	95,000	95,000
<b>0419</b>	CLOTHING	750	750	750	750
	<b>TOTAL</b>	<b>264,437</b>	<b>277,202</b>	<b>287,944</b>	<b>287,944</b>
<b>015</b>	<b>BRUSH &amp; WEEDS</b>	<b>5140</b>			
<b>0103</b>	WAGES - HOURLY	472,489	433,856	437,704	434,038
<b>0107</b>	OVERTIME	14,000	14,000	14,000	14,000
<b>0400</b>	DEPARTMENTAL SUPPLIES & EXP.	10,000	10,000	10,000	10,000
<b>0419</b>	UNIFORMS/CLOTHING	6,750	6,750	8,100	8,100
	<b>TOTAL</b>	<b>503,239</b>	<b>464,606</b>	<b>469,804</b>	<b>466,138</b>
<b>015</b>	<b>SNOW REMOVAL</b>	<b>5142</b>			
<b>0103</b>	WAGES - HOURLY	188,995	173,543	175,802	173,615
<b>0107</b>	OVERTIME	60,000	60,000	60,000	60,000
<b>0400</b>	DEPARTMENTAL SUPPLIES & EXP.	132,000	130,000	130,000	130,000

**TOWN OF POUND RIDGE  
2025 TENTATIVE APROPRIATION BUDGET  
HIGHWAY FUND**

ACCOUNT		2022	2023	2024	2025
		ADOPTED	ADOPTED	ADOPTED	TENTATIVE
	<b>TOTAL</b>	<b>380,995</b>	<b>363,543</b>	<b>365,802</b>	<b>363,615</b>
<b>015</b>	<b>EMPLOYEES RETIREMENT SYSTEM 9010</b>				
0801	STATE RETIREMENT	135,000	130,000	125,000	140,000
	<b>TOTAL</b>	<b>135,000</b>	<b>130,000</b>	<b>125,000</b>	<b>140,000</b>
<b>015</b>	<b>SOCIAL SECURITY 9030</b>				
0801	SOCIAL SECURITY	73,000	75,000	63,000	63,000
	<b>TOTAL</b>	<b>73,000</b>	<b>75,000</b>	<b>63,000</b>	<b>63,000</b>
<b>015</b>	<b>MTA 9035</b>				
0804	MTA	5,000	5,000	3,000	3,000
	<b>TOTAL</b>	<b>5,000</b>	<b>5,000</b>	<b>3,000</b>	<b>3,000</b>
<b>015</b>	<b>WORKERS COMPENSATION 9040</b>				
0801	WORKERS COMPENSATION	46,000	45,000	40,000	43,000
	<b>TOTAL</b>	<b>46,000</b>	<b>45,000</b>	<b>40,000</b>	<b>43,000</b>
<b>015</b>	<b>DISABILITY INSURANCE 9055</b>				
0801	DISABILITY INSURANCE	8,000	800	800	800
	<b>TOTAL</b>	<b>8,000</b>	<b>800</b>	<b>800</b>	<b>800</b>
<b>015</b>	<b>HOSPITAL/MEDICAL INSURANCE 9060</b>				
0801	HOSPITAL/MEDICAL INS.	298,000	309,920	310,000	320,000
0802	DENTAL	12,000	12,000	12,000	10,000
	<b>TOTAL</b>	<b>310,000</b>	<b>321,920</b>	<b>322,000</b>	<b>330,000</b>
<b>015</b>	<b>DEBT SERVICE - SERIAL BONDS 9710</b>				
601	PRINCIPAL (Proj 15)	96,000	96,000	0	0
701	INTEREST	8,815	8,815	0	0
	<b>TOTAL</b>	<b>104,815</b>	<b>104,815</b>	<b>0</b>	<b>0</b>
<b>015</b>	<b>BOND ANTICIPATION NOTE 9730</b>				
0601	PRINCIPAL	225,000	225,000	225,000	200,000
0701	INTEREST	30,000	70,000	100,000	85,000
	<b>TOTAL</b>	<b>255,000</b>	<b>295,000</b>	<b>325,000</b>	<b>285,000</b>
	<b>GRAND TOTAL</b>	<b>2,619,982</b>	<b>2,617,754</b>	<b>2,553,498</b>	<b>2,622,427</b>



**PARKING DISTRICT  
ESTIMATED REVENUES &  
APPROPRIATIONS**

JANUARY 1, 2025 - DECEMBER 31, 2025



**TOWN OF POUND RIDGE  
2025 TENTATIVE BUDGET  
PUBLIC PARKING DISTRICT # 1**

		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>025</b>	<b>PUBLIC PARKING DISTRICT #1</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>TENTATIVE</b>
<b>1001</b>	REAL PROPERTY TAXES	\$46,800.00	\$48,165.00	\$49,400.00	\$51,200.00
<b>2401</b>	INTEREST AND EARNINGS	200.00	500.00	200.00	500.00
<b>5031</b>	INTERFUND TRANSFER	0.00	0.00	0.00	0.00
<b>9000</b>	APPROPRIATED FUND BALANCE	85,000.00	97,600.00	96,400.00	96,400.00
	<b>TOTAL</b>	<b>132,000.00</b>	<b>146,265.00</b>	<b>146,000.00</b>	<b>148,100.00</b>

**TOWN OF POUND RIDGE  
2025 TENTATIVE BUDGET  
PUBLIC PARKING DISTRICT # 1**

		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>025</b>	<b>PUBLIC PARKING DISTRICT #1</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>TENTATIVE</b>
<b>0232</b>	CAPITAL IMPROVEMENTS	100,000.00	100,000.00	90,000.00	90,000.00
<b>0400</b>	DEPARTMENTAL SUPPLIES & EXP.	0.00	0.00	0.00	700.00
<b>0403</b>	ELECTRIC	5,000.00	6,500.00	8,000.00	8,000.00
<b>0406</b>	MAINTENANCE & REPAIRS	15,000.00	14,465.00	20,000.00	21,000.00
<b>0410</b>	PROFESSIONAL SERVICES/CONTRACT	12,000.00	25,000.00	28,000.00	28,400.00
	<b>TOTAL</b>	<b>132,000.00</b>	<b>145,965.00</b>	<b>146,000.00</b>	<b>148,100.00</b>



NYS - Real Property System  
 County of Westchester  
 Town of Pound Ridge  
 SWIS Code - 554600

Assessor's Report - 2024 - Next Year File  
 \$495 Exemption Impact Report  
 Town Detail Report

RPS221/V04/L001  
 Date/Time - 10/30/2024 16:54:01  
 Total Assessed Value 412,005,441  
 Uniform Percentage 12.86

Equalized Total Assessed Value 3,203,774,813

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
13100	CO - GENERALLY	RPTL 406(1)	8	64,222,395	2.00
13500	TOWN - GENERALLY	RPTL 406(1)	52	22,871,003	0.71
13800	SCHOOL DISTRICT	RPTL 408	2	37,293,935	1.16
13870	SPEC DIST USED FOR PURPOSE EST	RPTL 410	1	4,533,437	0.14
25110	NONPROF CORP - RELIG(CONST PRO	RPTL 420-a	4	9,821,151	0.31
25120	NONPROF CORP - EDUCL(CONST PRO	RPTL 420-a	2	1,982,893	0.06
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	47	33,087,652	1.03
28400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	2	1,049,767	0.03
27350	PRIVATELY OWNED CEMETERY LAND	RPTL 446	10	610,420	0.02
28540	NOT-FOR-PROFIT HOUS CO - HOSTE	RPTL 422	4	6,100,311	0.19
41120	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	50	3,741,135	0.12
41130	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	26	3,212,675	0.10
41140	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	12	2,367,068	0.07
41160	COLD WAR VETERANS (15%)	RPTL 458-b	9	664,152	0.02
41630	VOL/FIRE/AMB	RPTL 466-a	40	5,449,378	0.17
41800	PERSONS AGE 65 OR OVER	RPTL 467	34	12,308,678	0.38
41801	PERSONS AGE 65 OR OVER	RPTL 467	16	4,283,935	0.13
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	42	18,491,695	0.58
<b>Total Exemptions Exclusive of System Exemptions:</b>			<b>361</b>	<b>232,071,680</b>	<b>7.24</b>
<b>Total System Exemptions:</b>			<b>0</b>	<b>0</b>	<b>0.00</b>



# Environmental Facilities Corporation

KATHY HOCHUL  
Governor

MAUREEN A. COLEMAN  
President and CEO

November 1, 2024

The Honorable Kevin Hansan  
Supervisor  
Town of Pound Ridge  
179 Westchester Avenue  
Pound Ridge, NY 10576

Re: Drinking Water State Revolving Fund (DWSRF) Project No. 19741  
Scotts Corners Drinking Water Improvements  
2024 Water Infrastructure Improvement Grant

Dear Supervisor Hansan:

On behalf of Governor Kathy Hochul, I am pleased to inform you that your community has been awarded a NYS Water Infrastructure Improvement Grant (WIIA) grant for the above referenced project.

Your WIIA grant has been awarded in an amount not to exceed \$7,634,900, based on information provided in your application, including total estimated eligible project costs. The Environmental Facilities Corporation (EFC) will determine the actual amount of your grant when the project is complete and final project costs have been confirmed. Your grant may be reduced if total project costs are less than anticipated or if your project receives funds from another source.

Please confirm your acceptance of the grant award and intent to proceed with this project by completing and signing the enclosed form and e-mailing it to [nyswatergrants@efc.ny.gov](mailto:nyswatergrants@efc.ny.gov) no later than **November 8, 2024**. Without your confirmation, we may bypass your project and award these grant funds to another community.

As means of advancing this project, members of our EFC team will contact you to guide you through the program requirements and related processes, and to answer any of your questions. In order to remain eligible for these funds, your community must enter into a Project Finance Agreement or a Grant Agreement for the above project by **September 30, 2026**.

We appreciate your interest in the WIIA program and look forward to working with you on your water quality improvement project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Maureen A. Coleman".

Maureen A. Coleman  
President & CEO

CC: Diane Briggs, Deputy Supervisor  
Donald C. Rhodes, P.E., Project Manager  
Christeen DB Dür, Administrator  
Ashley Hyde, NYS Department of Health, Bureau of Water Supply Protection, Program Manager



**ACKNOWLEDGEMENT AND ACCEPTANCE OF WIIA GRANT AWARD**

Please confirm your community's acceptance of the WIIA grant by signing below. Please e-mail the completed form to [nyswatergrants@efc.ny.gov](mailto:nyswatergrants@efc.ny.gov) no later than **November 8, 2024**.

**ACKNOWLEDGEMENT BY THE AWARDEE**

**Town of Pound Ridge  
19741  
Scotts Corners Drinking Water Improvements**

The Awardee intends to proceed with this project and accepts the 2024 Water Infrastructure Improvement grant.

Signature of Authorized Representative

**Kevin C. Hansan**

Print Name

**Town Supervisor**

Title

**11/7/2024**

Date

# POUND RIDGE POLICE DEPARTMENT

## CONCEPTUAL DESIGN STUDY



JULY 30, 2024



**KG+D Architects, PC**

Walter P. Hauser, AIA - Principal  
285 Main Street  
Mount Kisco, NY 10549  
914.666.5900  
[whauser@kgdarchitects.com](mailto:whauser@kgdarchitects.com)

[kgdarchitects.com](http://kgdarchitects.com)

**"LISTEN, IMAGINE, BUILD"**

is a trademark of KG+D Architects, PC



# POUND RIDGE POLICE DEPARTMENT

Charged with providing peace and security to the Town of Pound Ridge, the Pound Ridge Police Department requires a facility that effectively enables and meets the needs of your Department force and staff while honoring the architectural aesthetic of the Town of Pound Ridge. To this end, we understand that the Department's goal is to complete a design study that evaluates your existing building and carefully considers the merit of expansion versus new construction in order to develop an expanded or new Police Department facility.

Our team proposes to lead an organized and focused process that analyzes your current and anticipated space needs as well as your facilities' existing conditions to uncover the best path forward. Our approach is value based and detail oriented and we pride ourselves on our ability to balance what is practical and effective with attractive and impactful design.

KG+D is uniquely qualified to lead this process for the Pound Ridge Police Department. Through our successful collaboration with the Pound Ridge Fire Department, we have gained a thorough understanding of the community you serve as well as the local approval process. Furthermore, our practice is uniquely centered around working with community-based organizations. KG+D understands how to align goals and achieve excellent outcomes for publicly funded projects.

Additionally, our project specific experience includes collaborations with the Bedford Hills Fire Department, Westchester County Department of Emergency Services, Patterson Fire Department, Brewster Fire Department, and the Port Chester-Rye-Rye Brook EMS. KG+D understands the programming, equipment, and space needs requirements of emergency response and first responder facilities and we will leverage our knowledge and previous experience to successfully serve the Pound Ridge Police Department design study.

As a principal of the firm, I will personally lead this process for the Pound Ridge Police Department and be your key point of contact throughout the process. We look forward to having the opportunity to share in the planning of an important local resource. Please review our attached proposal providing further details about our proposed team, experience, and approach. If you have any questions or require further information, please do not hesitate to call.



Walter P. Hauser, AIA - Principal

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**APPENDIX**



# PROJECT UNDERSTANDING

We understand that the Pound Ridge Police Department’s conceptual design study should explore the feasibility of a new or expanded facility and should include but not limited to the following:

- New or renovated facility should be twice the square footage of 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.
  - Consider the possibility of moving the court to the existing Police Department facility.
- 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.

We believe successful projects are the result of a clear understanding of our client’s programming and physical context and challenges. Our goal is to respond with a design solution that directly addresses, not merely contains, each of our client’s distinct challenges while simultaneously supporting their specific programming.

We look forward to listening to and participating in discussions with the Pound Ridge Police Department to carefully consider your space needs and develop a practical plan that can be supported by the local community.



# PROJECT APPROACH

As your design professional partner, we will listen and lead a planning effort that addresses your goals while keeping in mind sound building principles and fiscal limitations. Arriving at the right planning solution for the Pound Ridge Police Department is important. Following, please find an outline of tasks and activities we anticipate completing for the Pound Ridge Police Department's conceptual design study process:

## 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.
- Work with the Town of Pound Ridge to perform soil testing and record results for septic tank replacement. We assume the Town forces can dig test holes and our professional staff will observe conditions and perform percolation tests.
- 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.
- During this phase we will also explore the extent to which sustainable design solutions can be incorporated into each design option.



## 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.
- Accompanying the drawings are descriptions of how the proposed design will be accomplished. The phasing of the construction affects the cost of a project and the ongoing operation of existing buildings. The project phasing is addressed at this time so that an accurate cost estimate can be prepared and so that the operational impact of the selected approach is clearly understood. Typically, the plan will propose improvements that may be accomplished as a series of phased, separately financed projects.
- KG+D will prepare a final report for the Pound Ridge Police Department. The final deliverable will include an 11" x 17" formatted pdf and print document with appendices and PowerPoint presentations that can "stand-alone" on a website or be used by the Pound Ridge Police Department to share the plan.

## COMMUNICATION + CONCENSUS-BUILDING SUPPORT

Present the findings, recommendations and final report as directed by the Pound Ridge Police Department including:

- Attend Planning Meetings (5)
- Public Presentations (2)

# FEE PROPOSAL

KG+D has always been able to work out fair and reasonable fees for the projects assigned to our firm. Our approach to delivering professional services is value-based and detail oriented. Our fees are developed to be competitive without making any compromises to excellence. KG+D's fees are soup-to-nuts and include everything necessary for us to execute our work.

Our proposed architectural/engineering professional service fee to complete the Conceptual Design Study for the Pound Ridge Police Department is is **\$14,500**.

As part of our basic services, KG+D Architects will prepare conceptual project budgets, inclusive of construction costs, contingencies, escalation, and project costs. KG+D prepares all of our conceptual estimates which are used to establish most of our public works project budgets. We are very comfortable preparing these budgets. As an optional service, we can engage a third-party estimator.

Optional Service: Third Party Estimator (NASCO Construction Services, Inc.)

An estimated cost for a Third Party Estimator is between \$8,500 to \$12,000, depending on the scope of work.

Our services do not include as-built measurements, site surveys, hazardous material testing, cost of digging for soil testing, or any other documentation of existing conditions beyond visual inspection.

KG+D does not make a practice of charging significant reimbursable expenses. All cost associated with providing our services, including travel to and from the site, meals, and the like are included in our base fee. Reimbursable expenses would be limited to the costs for printing deliverables to the owner and the cost of express delivery services related to the project. There would be no invoices for typical in-house printing or plotting of documents, travel to and from the project site or proximity, meals or fax and phone use related to the project. Any additional reimbursable expenses would be approved in advance. If the project is funded, we will then provide a full proposal for all the professional services necessary to fully execute the project.

We look forward to discussing this proposal with you and hope to have the opportunity to present our firm, examples of our renderings and visuals, our enthusiasm for design, and commitment to client satisfaction.



# FIRM PROFILE

**KG+D is a full-service architectural firm that has been in practice in Mount Kisco, NY for over 40 years.** Our team has built upon a well-established legacy of superior services to clients throughout the Hudson Valley region since 1934.

The firm is led by six principals and owners who provide a diverse and well-balanced collection of skills, professional experience, and leadership qualities that ensure a continuity of expertise across all planning and project phases for every type of project and design challenge.

Every project in our office is lead directly and actively by one or more principals. Our professional team provides all services required for every project. With access to an unparalleled network of professionals and specialty consultants, KG+D Architects is a single source for all professional services required to complete even the most complex and demanding projects.

KG+D seeks to achieve the greatest good for our communities—designing the places in which we all learn, work, and play – and we look forward to collaborating with the Pound Ridge Police Department.



KG+D Office:  
285 Main Street  
Mount Kisco, NY 10549



KG+D is licensed to practice in the state of New York.

**FIRM OF THE YEAR**



**1934**

Firm Founded

**90**

Years providing reliable architectural services in the region

**31**

In-house team members

**6**

Principals of the firm. A Principal is directly involved in every project

**9**

Licensed Architects

**3**

LEED Accredited Professionals

**1.5**

Billion dollars of designed and built projects in the past 10 years

**95%**

Work derived from repeat clients

**1st**

Non-NYC Firm to be named Firm of the Year by the New York State American Institute of Architects

# SERVICES

## PLANNING

- Master Planning
- Building Conditions Surveys/Five Year Plans
- Conceptual Design Studies + Budgeting

## ARCHITECTURE

- Programming
- Design
- Cost Estimates
- Code Evaluation
- Building Information Modeling (BIM)
- Coordination of Project Team + Consultants

## CONSTRUCTION MANAGEMENT

- Contract Documents
- Bidding Administration
- Contract Negotiations
- Construction Inspection + Administration

## INTERIOR DESIGN

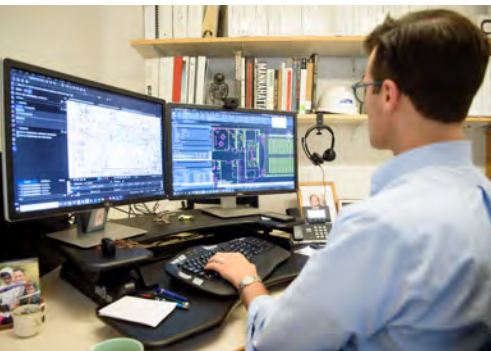
- Space/Functional Planning
- Lighting + Acoustics
- Furniture Budgeting, Design, + Selection
- Interior Finishes Selection

## LANDSCAPE DESIGN

- Site Analysis + Assessment
- Site Design
- Regulator Permitting + Coordination
- Site Lighting Design
- Environmental Impact Statements

## SUPPORT SERVICES

- Communications Support
- Pre-Referendum Communications
- Fundraising Strategies + Support
- Graphic Design
- Approvals + Project Submittals
- Signage Design + Graphic Plans
- Multi-media + Video Presentation





# STAFF ORGANIZATION

## PRINCIPALS

Russell A. Davidson, FAIA  
Erik A. Kaeyer, AIA, LEED AP  
Walter P. Hauser, AIA  
Sarah Dirsa, AIA, LEED AP, NOMA  
Brian Mangan, AIA  
Travis Schnell, AIA

## ASSOCIATE PRINCIPAL

Susan D. Davidson, Assoc. AIA

## ASSOCIATES

Andrew Allison  
Nick Binder, AIA  
Ryan Carper  
Sarah Davis, AIA  
Lisa DelPercio, LEED AP  
Brian Dunn, AIA  
Robert A. Fendler, Assoc. AIA  
Andrew Hering  
Patrick J. Meaney  
Frederick P. Wells, RLA



# EXPERT TEAM

Every project team is actively led by KG+D principals from start to finish. A team of experienced professionals supports the principals and is comprised of individuals with a diversity of experience, knowledge and talent that is collectively and collaboratively applied to provide a high-level of design and an outstanding final product.

The project team that will complete the work outlined in this proposal will include some of the same team members that have been collaborating with the Pound Ridge Fire Department. Our proposed team for the Pound Ridge Police Department project includes:

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## **WALTER HAUSER, AIA**

### **Co-Project Executive**

Walt will be the Pound Ridge Police Department's point of contact and a Co-Project Executive and will manage the overall assessment and planning process. Walter possesses strong management skills with attention to design detail and an outstanding ability to interface and communicate with owners and project stakeholders. Walt is currently leading the addition and renovation project for the Pound Ridge Fire Department and is collaborating with the Patterson Fire Department and Brewster Fire Department on a similar space needs assessment.



## **ERIK KAEYER, AIA**

### **Co-Project Executive**

Erik will be Co-Project Executive for the Pound Ridge Police Department's assessment and planning process. Erik is responsible for a significant portion of the firm's creative design work as well as project management overseeing the firm's standard of design quality. Erik has collaborated with the Town of Bedford on the restoration of the Bedford Hills Community House. He has also worked with local municipalities on projects for the community resources including the Boys and Girls Club of Northern Westchester, Boys and Girls Club of Greenwich, YWCA Greenwich, and Wilton Family Y.



## **THOMAS CARUSO**

### **Architectural Designer**

As the Project Architect, Thomas will be responsible for guiding projects through the various planning phases. Thomas is a devoted volunteer firefighter for the Mahopac Fire Department and a registered Interior Firefighter with New York State and understands the needs and requirements of First Responder facilities. Thomas is currently working on projects for the Pound Ridge Fire Department, Patterson Fire Department, and Brewster Fire Department.



## **BARILE GALLAGHER ASSOCIATES**

### **MEP/FP**

Paul Gallagher, PE, Vice President of BGA will be the lead contact for mechanical, electrical, plumbing, HVAC and fire safety-engineering services as required for the Pound Ridge Police Department. Paul has more than 25 years experience in mechanical systems design and performs HVAC, Plumbing, Potable Water Systems and Fire Protection design.

BGA is a high-quality engineering firm with over 50 years of experience with sustainable design, energy related projects, NYSERDA funding opportunities, and alternative and renewable energy systems. BGA and KG+D have been longtime partners and have had a relationship of current and past work with KG+D through two generations of firm leadership and in the past ten years on over \$300MM worth of publicly funded projects.



## **KSCJ CONSULTING**

### **Civil Engineering**

Jan K. Johannessen, RLA, AICP, Principal of KSCJ will lead the KSCJ team and provide design input and testing as related to the septic system replacement, assist in the development of the site plan, as well as provide expertise in parking upgrades/expansions.

With office located in Armonk, KSCJ has served several municipalities throughout Westchester County including an ongoing project in collaboration with KG+D for the Pound Ridge Fire Department.

## **OPTIONAL THIRD PARTY COST ESTIMATING**



## **NASCO CONSTRUCTION SERVICES**

### **Cost Estimating (WBE)**

Nasco Construction Services Inc. is a WBE construction cost consulting firm that specializes in preparing cost estimates for all design and construction disciplines. Nasco has over 50 years of estimating experience and regularly estimates over 300 projects per year in all areas of construction: including new construction, renovations, and rehabilitations of various projects. The project team will include Edward Hiney, CCP – Chief Estimator.

**Furthermore, in the appendix section of this proposal please find further information about our sub-consulting teams including resumes and details of the full extent of their experience.**





# WALTER P. HAUSER, AIA

## Vice President + Principal

Walter P. Hauser, AIA is Principal of KG+D Architects, PC in 2004 and was named Principal in 2015. His broad range of educational and professional experience includes studies in Germany and Italy, project design and management of private school facilities and high-end residential buildings while working for Zarecki and Associates and the design and construction of equestrian facilities for Old Town Barns in Pawling, NY.

Since joining KG+D, Walter has designed and managed projects for Westchester Community College, Somers Central School District, Middletown Enlarged City School District, Eastchester Union Free School District, Trinity Pawling, Fordham University and Yale University. Walter was the project architect for the reconstruction of Trinity Pawling's Scully Dining Hall, which was designed to meet LEED standards.

Walter possesses strong management skills with attention to design detail and an outstanding ability to interface and communicate with owners, consultants and contractors allowing him to deliver successful projects to our clients.

## EDUCATION

- Masters of Architecture, University of Pennsylvania
- Bachelor of Arts in Psychology + Architecture, Trinity College, CT

## REGISTRATIONS

- New York

## AFFILIATIONS

- American Institute of Architects

## RELEVANT EXPERIENCE

- Pound Ridge Fire District
  - Facilities Assessment + Facilities Planning
- Patterson Fire Department
  - Facilities Assessment + Planning
- Middletown ECSD
  - Facilities Master Planning
  - District Wide Capital Improvement Projects
  - High School Additions + Renovations
  - Twin Towers Middle School Additions + Renovations
- Croton Harmon UFSD
  - Facilities Master Planning
  - District Wide Capital Improvement Projects
- Brewster Yards
  - Athletic Facilities Complex Planning + Design
- Yale University
  - Women's Field House



# ERIK A. KAEYER, AIA, LEED AP

## Principal

Erik A. Kaeyer, AIA LEED AP is Vice President of KG+D Architects, where he is the Design Principal responsible for a significant portion of the creative design work of the firm as well as for project management and overseeing the firm's standard of design quality. He joined KG+D as an Associate in 1998 and was named Vice President in 2000.

A graduate of Cornell University, Erik began his career in architecture at Skidmore, Owings & Merrill in London and spent eight years in Chicago, first as a designer with Destefano & Partners and later as Senior Project Architect at McClier Corporation. At KG+D, he has led the design of award winning projects such as the new Seven Bridges Middle School in Chappaqua and the New York State Judicial Institute at Pace University Law School.

Erik employs a unique design approach for every project drawing upon site characteristics, context, light and sustainable concepts to creatively interpret each design program. His interest in energy conservation and sustainable design and his ability to create designs that innovatively meet the owner's program and budget goals, has helped deliver successful projects to the firm's clients.

## EDUCATION

- Bachelor of Architecture, Cornell University, 1990

## REGISTRATIONS

- New York + Connecticut

## AFFILIATIONS

- American Institute of Architects
- Board President; Boys' + Girls' Club of Northern Westchester
- Board Member + Past President, Rotary International, Mount Kisco Chapter
- Society for College and University Planning
- U.S. Green Building Council

## RELEVANT EXPERIENCE

- Wilton Family Y
  - Planning, Additions + Renovations
- The Boys + Girls Club of Northern Westchester
  - Planning, Additions + Renovations
- The Boys + Girls Club of Greenwich
  - Main Clubhouse Additions + Renovations
  - Camp Simmons Additions + Renovations
- Bedford Hills Community House
  - Planning + Capital Improvement Projects
- Teatown Nature Center
  - Campus Master Planning
- Wolf Conservation Center
  - Planning, New Education Pavillion
- Westchester County
  - Merestead Mansion, Planning + Historic Restoration
  - Merestead Farmhouse Restoration
- Kensico Dam New Maintenance Facility



# THOMAS CARUSO

## Architectural Designer

Thomas Caruso joined KG+D in 2022 as an Architectural Designer. A ‘jack-of-all-trades,’ Thomas has lent his skills to projects for Brewster Yards, Croton Harmon UFSD, Valhalla UFSD, Middletown ECSD, Orange-Ulster BOCES, and the Pound Ridge Fire Department. Prior to joining the KG+D team, Thomas began his architectural career with an internship in Mahopac, swiftly rising to the position of designer. He later contributed his talents to a White Plains-based firm specializing in commercial retail projects, showcasing his versatility and proficiency in the field.

Thomas earned both his Bachelor's and Master's degrees in Architecture from the Wentworth Institute Of Technology in Boston. In 2021, Thomas won Second place in the FHL Bank of Boston, Affordable Housing Competition. He competed with graduates of MIT, Harvard, and Northeastern University, in a competition to propose an affordable housing solution in the New England region. Their project designs are currently being built in Portland, Maine.

Thomas is a devoted volunteer firefighter for the Mahopac Fire Department and a registered Interior Firefighter with New York State.

## EDUCATION

- Wentworth Institute of Technology, Bachelors Degree and Masters Degree in Architecture, 2021

## RELEVANT EXPERIENCE

- Pound Ridge Fire Department
  - Facilities Assessment + Facilities Plan
- Dutchess BOCES
  - Salt Point Campus
- Orange Ulster BOCES
  - Arden Hill Campus Additions + Renovations
- Town of Cortlandt
  - Verplank Quarry Park Planning
- Rumsey Hall School
  - Fitch Academic Building
- Middletown High School
  - Food Service Building Expansion
- Croton Harmon UFSD
  - Facilities Master Plan
  - District Wide Capital Improvement Projects
- Valhalla UFSD
  - District Wide Capital Improvement Projects

# EXPERIENCE

On average, our team designs approximately \$150 million dollars' worth of community and academic building construction per year. Our approach focuses on practical, yet imaginative design solutions, attention to cost and quality project delivery and has led to many successful projects.

KG+D's primary differentiator is our ability to actively listen, test ideas with imaginative design and to always view the solution through the lens of how it is best realized or built. This manifestation of our firm's adage, 'Listen. Imagine. Build.' is what guides our projects and allows us to plan and develop dynamic built environments that reflect the specific needs of the communities they serve.



**WESTCHESTER COUNTY**  
RYE PLAYLAND BATHHOUSE RESTORATION  
MERESTEAD MANSION + FARMHOUSE  
KENSICO DAM STORAGE FACILITY

**BOYS & GIRLS CLUB OF NORTHERN  
WESTCHESTER**  
ADDITIONS + RENOVATIONS

**BOYS & GIRLS CLUB OF GREENWICH**  
CLUBHOUSE RENOVATION  
CAMP SIMMONS ADDITIONS +  
RENOVATIONS

## RELATED PROJECT HIGHLIGHTS

**POUND RIDGE FIRE DISTRICT**  
FACILITIES ASSESSMENT +  
PLANNING  
ADDITIONS + RENOVATIONS

**BEDFORD HILLS FIRE  
DEPARTMENT**  
FACILITIES ASSESSMENT +  
PLANNING

**PATTERSON FIRE DEPARTMENT**  
FACILITIES ASSESSMENT +  
PLANNING

**BREWSTER FIRE DEPARTMENT**  
FACILITIES ASSESSMENT +  
PLANNING  
CAPITAL IMPROVEMENT PROJECTS

**PORT CHESTER-RYE-RYE BROOK  
EMS**  
FACILITIES ASSESSMENT +  
PLANNING

**BEDFORD HILLS COMMUNITY  
HOUSE**  
HISTORIC RENOVATION

**VILLAGE OF PAWLING**  
VILLAGE HALL SPACE PLANNING  
STUDY

**TOWN OF HARRISON**  
SALAZZO RECREATION CENTER

**TOWN OF SOMERS**  
REIS PARK MASTER PLANNING

**COMMUNITY CENTER OF CENTRAL  
NORTHERN WESTCHESTER**  
ADDITIONS + RENOVATIONS



MUNICIPAL  
TOWN OF POUND RIDGE

## **POUND RIDGE FIRE DISTRICT**

### **PROJECT SCOPE**

KG+D completed a space needs and building condition study for the Pound Ridge Fire District. The study revealed that the equipment storage needs had exceeded the current facility's capacity and that the space limitations created injury hazards. After exploring multiple design solutions, a 2-bay addition was selected and will leave approximately 30% space for more growth. The KG+D team worked closely with the Pound Ridge Fire District to find the solution that best fit their needs and held several community presentations to help garner support and funding for the selected solution.

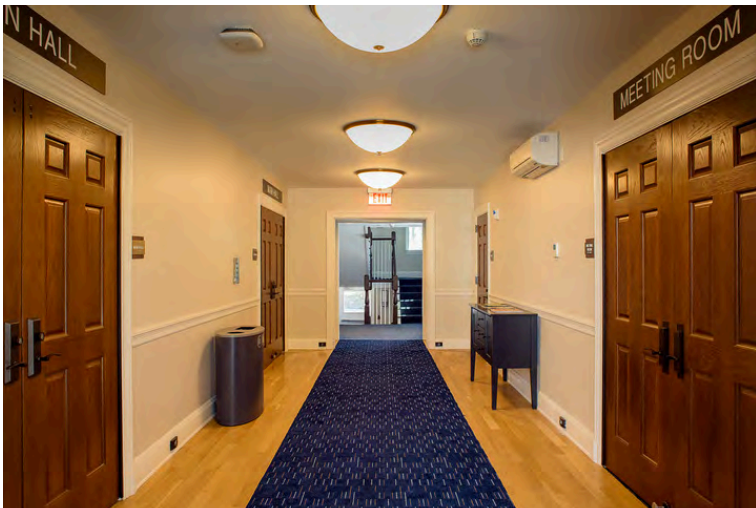






COMMUNITY/NON-PROFIT  
TOWN OF BEDFORD

# BEDFORD HILLS COMMUNITY HOUSE





## PROJECT SCOPE

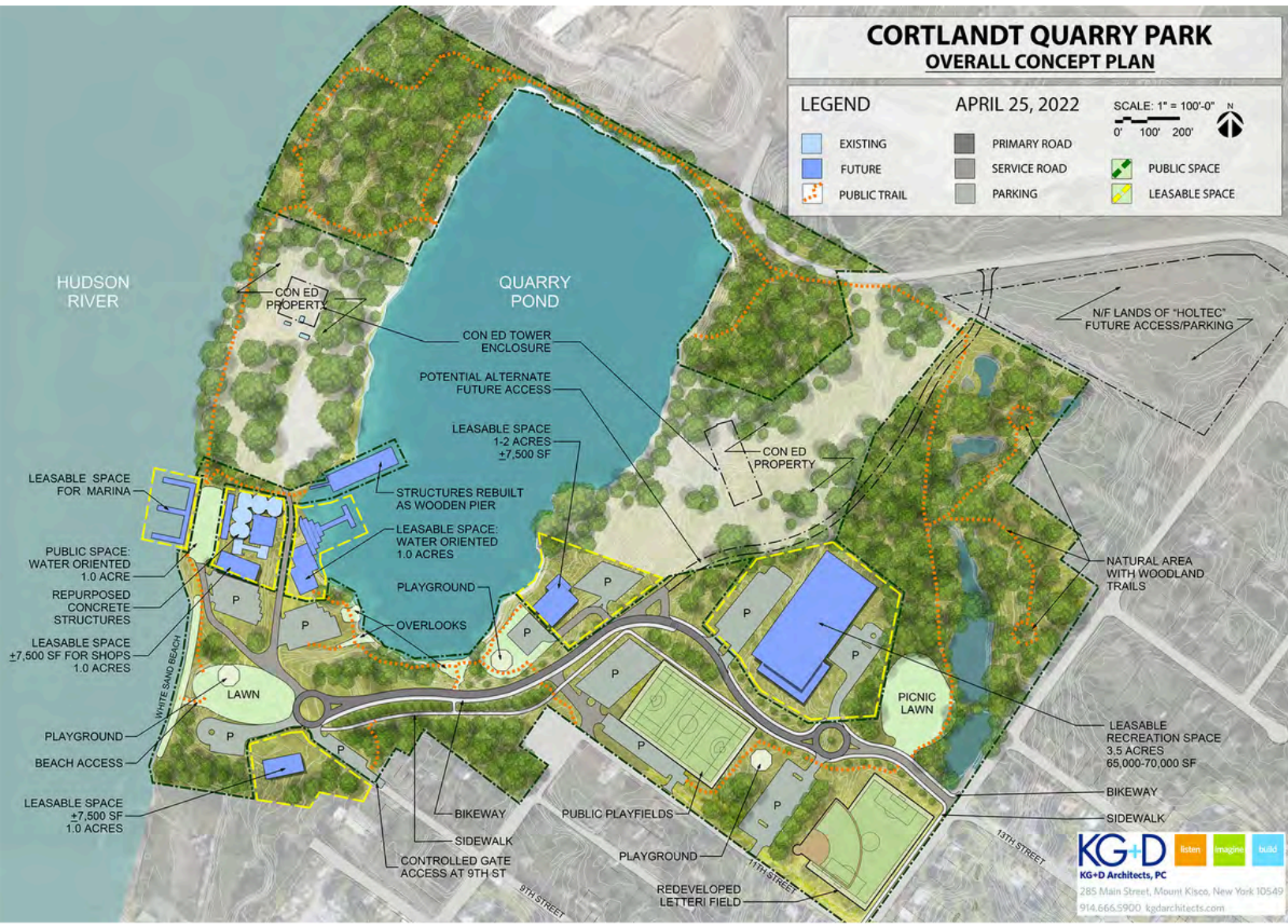
Following a comprehensive facilities assessment process, KG+D collaborated with the Bedford Hills Community House to complete various capital improvement projects throughout the center. Projects include the addition of an elevator, HVAC improvements, window, doors and roof replacement, site improvements, flooring replacements, new lighting, kitchen and bathroom renovations, renovate conference room, replace stairs and complete electrical system upgrade. The project goal is to assist the Town of Bedford in continuing to maintain and restore the property and facility to allow it to continue to be a distinctive part of the Bedford Hills community.





**PROJECT SCOPE**

KG+D collaborated with the Town of Cortlandt to develop conceptual design options for the redevelopment of the downtown Hamlet of Montrose and the potential development at Quarry Park in the Hamlet of Verplanck. Both studies have been used to effectively communicate the Town’s vision and build community support through a detailed planning process and exceptional visual graphics.





PROJECT SCOPE

KG+D is currently working with the Town of Somers on a master plan for Reis Park that focuses on the planned acquisition +/-10-acres but also supports the Town's vision to accommodate current and future programming both outdoors and indoors. The programming requirements include athletic fields, basketball courts, tennis courts and pickleball courts, playgrounds, fitness and nature trails, a picnic pavilion, a performance stage, comfort and concessional station, parking, indoor recreation facilities, gardens, and connection to adjacent public land.



EXISTING SITE PLAN



PROPOSED SITE PLAN



GOVERNMENT + MUNICIPAL

WESTCHESTER  
COUNTY

# KENSICO DAM MAINTENANCE FACILITY

## PROJECT SCOPE

KG+D is collaborating with Westchester County on the design and development of a new storage/maintenance facility for the Kensico Dam Plaza. The building is intended to be reflective of the architectural aesthetic and dignity of the Dam's impressive stonework. The new building will be designed to fit seamlessly into the context while servicing the County and community with the same longevity, functionality and grace of the Dam itself. The project is currently in the schematic design phase.





MUNICIPAL  
WESTCHESTER  
COUNTY

## MERESTEAD MANSION

### PROJECT SCOPE

KG+D is collaborating with Westchester County on restoration of Merestead Mansion. The project includes the restoration of exterior and interior of the building as well as new MEP and fire alarm systems. The consulting team of architects and engineers has enjoyed researching, surveying, designing, and documenting the mansion and grounds as well as collaborating with WC-DPW and Parks administrators and staff. The project is currently under construction.





ATHLETIC FACILITY  
TOWN OF HARRISON

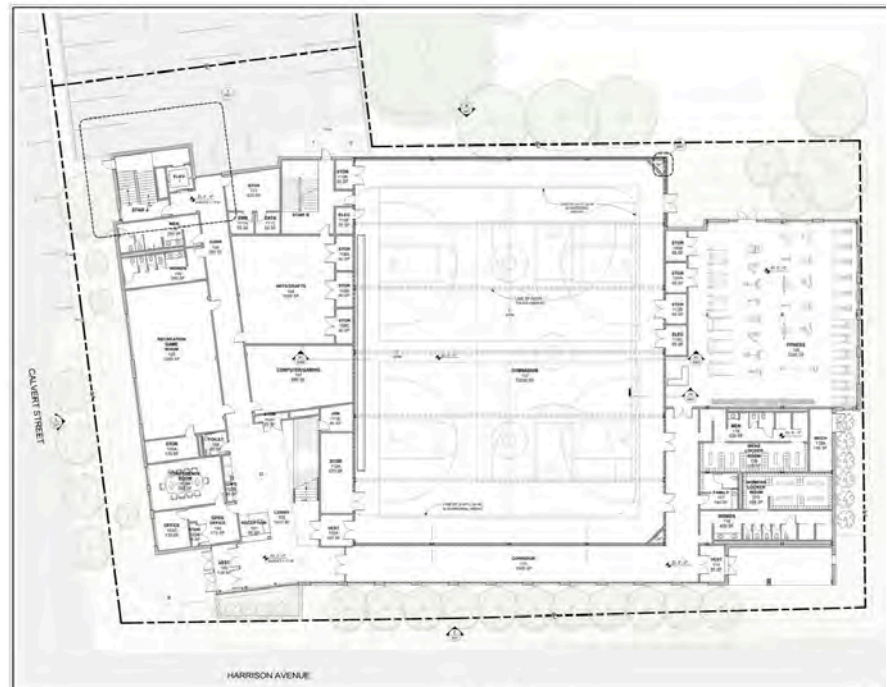
# SOLLAZZO RECREATION CENTER





## PROJECT SCOPE

KG+D is currently collaborating with the Town of Harrison on the planning, design and development of a replacement recreation center. The new center will be approximately 42,000sf and feature basketball court space for two games to occur simultaneously, a general multi-purpose room with support pantry, a recreation game room, an arts and crafts room and a computer room. Additional spaces include a fitness center, locker rooms and office space. There will be parking options onsite, under the building and offsite.





K-12 EDUCATIONAL FACILITY

ADDITIONS +  
RENOVATIONS

# RIPPOWAM CISQUA SCHOOL UPPER CAMPUS





## PROJECT SCOPE

As the Rippowam Cisqua School approached its 100th, KG+D collaborated with the independent school on the renovation of the Upper Campus marking the final phase of a 6-year master plan project. The project included a new main entry and lobby space, a library/media center addition, a new ding hall, an innovation lab that opens to a courtyard amphitheater, a classroom addition, new science labs and a renovated art studio classrooms.

The media center includes two project rooms for students, reading nooks, a light filled reading room/study space, a large screen and whiteboards for group presentations, classroom instruction, or parent and faculty meetings and a classroom/conference space. The innovation center is a new learning space that includes two workshops. The eastern side of the Innovation Center opens open directly to the outdoor amphitheater. The new interior courtyard is an accessible outdoor learning space and includes stepped seating for presentations and performances.

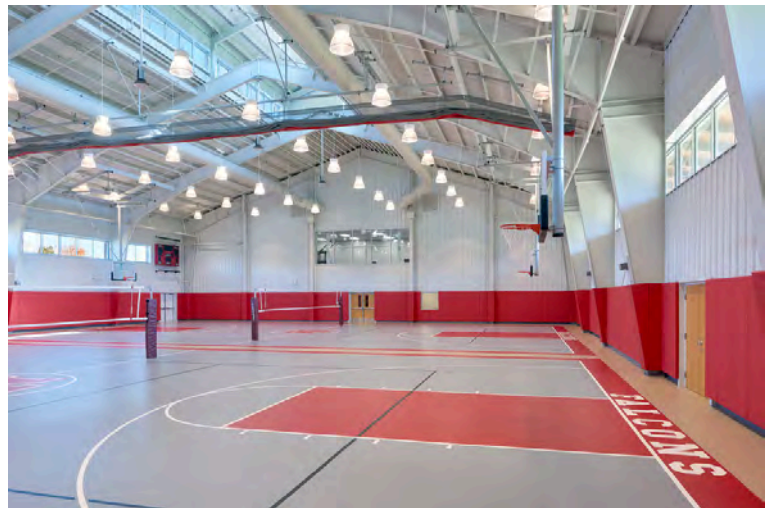
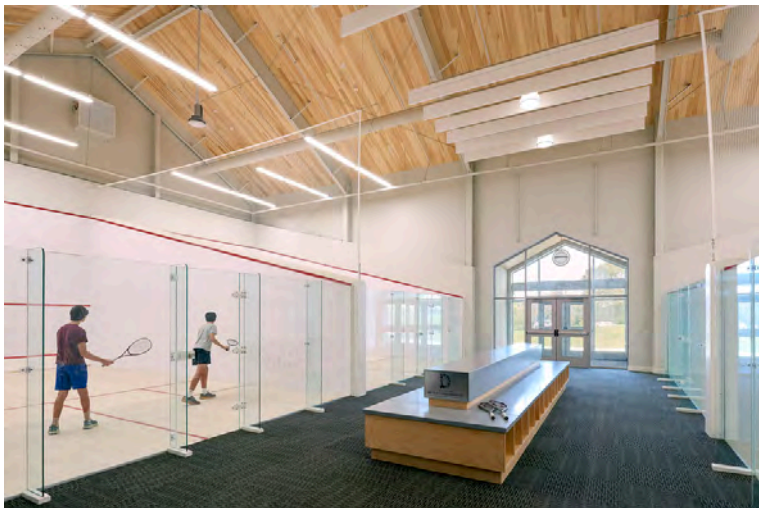




K-12 EDUCATIONAL FACILITY

NEW ATHLETIC  
CENTER + TURF FIELD

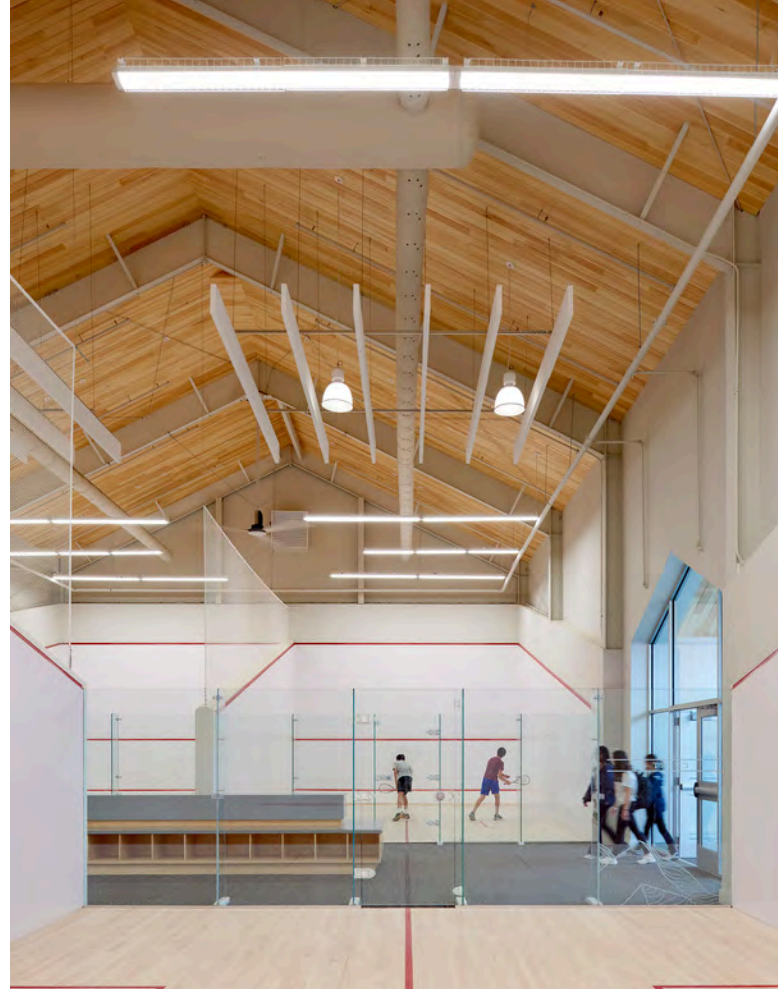
# INDIAN MOUNTAIN SCHOOL MOREHEAD ATHLETIC CENTER





## PROJECT SCOPE

KG+D collaborated with the Indian Mountain School to develop a new athletic center. The new field house was designed to LEED standards and includes indoor courts, a fitness room, training room, multi-purpose room adventure club, locker rooms and equipment cage. The first phase of the project created the new field house with a “front porch” spectator viewing area between the field house and competition field. The second phase will encompass the development of the fitness room and training room and a potential third phase will address potentially expansions including a community room, café space, squash courts and athletic facilities offices.





K-12 EDUCATIONAL FACILITY  
FACILITIES ASSESSMENT, PLANNING  
+ ADDITIONS + RENOVATIONS

# KATONAH LEWISBORO PUBLIC SCHOOLS









K-12 EDUCATIONAL FACILITY  
CHAPPAQUA  
CENTRAL SCHOOL  
DISTRICT

# HORACE GREELEY HIGH SCHOOL





## PROJECT SCOPE

KG+D has collaborated with Fielding Nair International and Chappaqua CSD on the development of several Next Generation learning environments for Horace Greeley High School. KG+D was the Architect of Record.

An addition created a new STEM/STEAM Center which features multiple Maker Spaces, a STEAM classroom and central learning stair. A renovation of the schools "L-Wing" created a Global Learning Commons. The team also completed renovations to the High School Library and Cafeteria Commons. The most recent addition was a new Sustainability Center which supports the schools Science programming.





K-12 EDUCATIONAL FACILITY

SCARSDALE UNION HIGH  
SCHOOL RENOVATIONS

**SCARSDALE UNION  
FREE SCHOOL  
DISTRICT**





# SCARSDALE HIGH SCHOOL

## PROJECT SCOPE

As part of a capital improvement plan, our team re-made an underused gymnasium and auto shop into an innovative learning commons and innovation lab.

The commons serves a variety of purposes: an auxiliary cafeteria and food preparation area, satellite library, technology or computer lab, collaborative group workroom, and informal performance space with supporting small group workspaces. The learning commons includes the main floor of an existing gym and a new mezzanine that aligns with the third floor of the School. The innovation Lab is directly accessible from the Learning Commons and was designed to create a technologically rich environment that will facilitate full-class and large-group instruction as well as smaller group work.





K-12 EDUCATIONAL FACILITY  
EASTCHESTER HIGH SCHOOL

# EASTCHESTER UNION FREE SCHOOL DISTRICT





## PROJECT SCOPE

KG+D has worked with Eastchester UFSD through two successful bond referendums. The second bond project upgraded and expanded key instructional spaces to meet the academic demands of 21st Century Education while accommodating a significant increase in enrollment at the High School. In order to address both of the 1927 High School buildings' challenges, the design solution sought to create additional instructional space, while also creating collaborative, forward-thinking Next Generation learning environments.

An addition in the rear of the building provides a new, enlarged cafeteria/student center, science laboratories and classrooms. The addition also links two wings creating a critical circulation connection, alleviating corridor congestion. The result is a better building flow, which resulted in a substantial reduction in disciplinary issues arising between bells.





K-12 EDUCATIONAL FACILITY  
YONKERS PUBLIC SCHOOLS

# JUSTICE SONIA SOTOMAYOR COMMUNITY SCHOOL

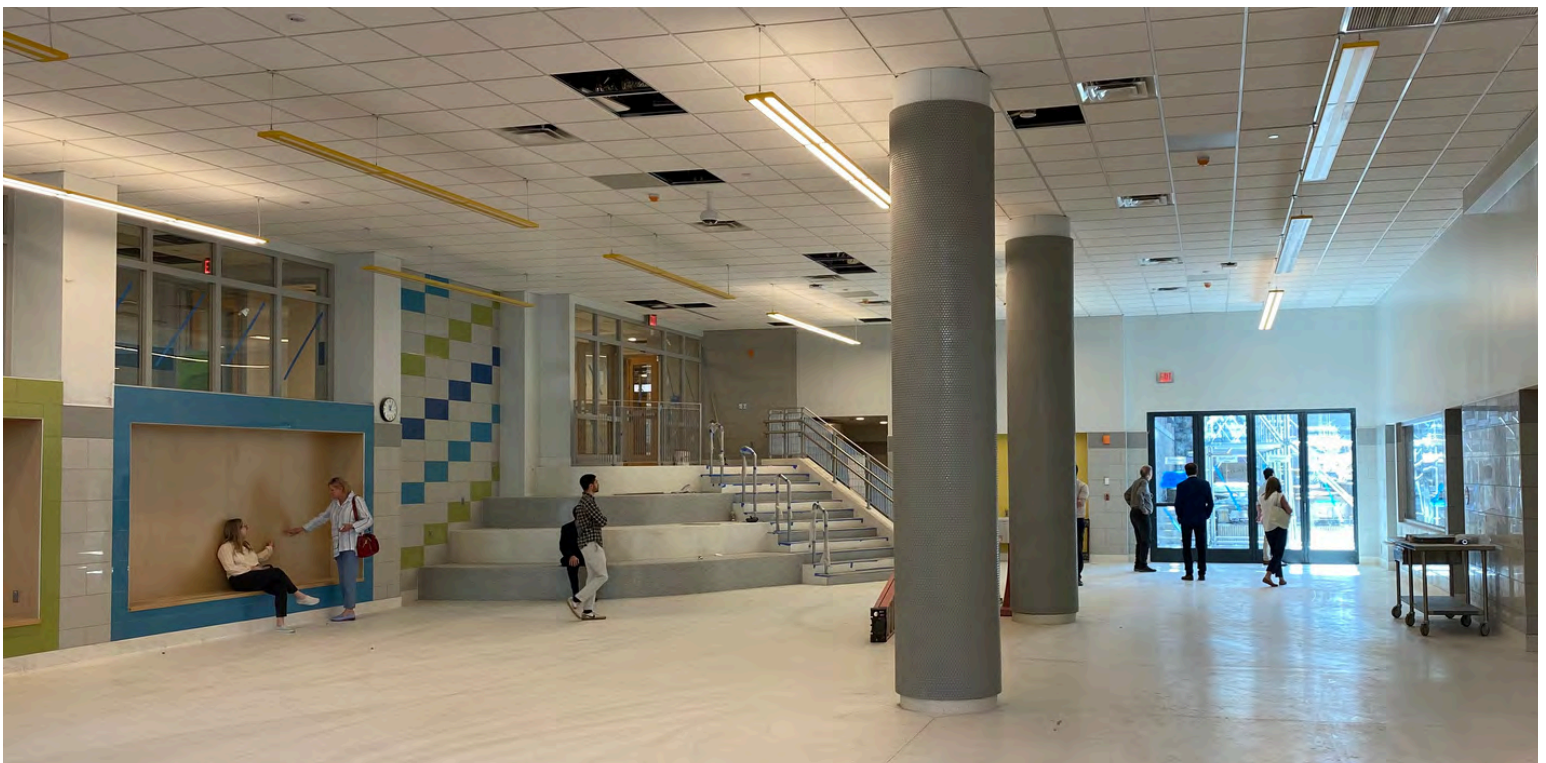




# YONKERS PUBLIC SCHOOLS

## PROJECT SCOPE

KG+D in collaboration with Yonkers Public Schools has designed a new 95,000sf community school, the Justice Sonia Sotomayor Community School. The building, which is currently under construction, will house grades Pre-K through 8th grade and include spaces for art science, special projects, dual language curriculum, and computer science. The physical education wing, which includes a gym and stage, is designed to function as a stand-alone community center after school and on the weekends. The nurse's office has been specifically enlarged and located near a separate entrance so it can function as a community health clinic after school and on the weekends.





K-12 EDUCATIONAL FACILITY

PELHAM UNION FREE  
SCHOOL DISTRICT

# HUTCHINSON ELEMENTARY SCHOOL





# HUTCHINSON ELEMENTARY SCHOOL

## PROJECT SCOPE

This new 68,000sf community school replaced a 1928 building and was designed to be equivalent to LEED Silver Standards. The architectural approach and materials were carefully selected to fit seamlessly in this residential neighborhood.

A central learning commons, known as The Atrium, includes an art classroom, media center, and maker space that open to the common area through glass overhead doors. The Atrium features colorful acoustic panels, a few in the pattern of origami birds, as well as hanging origami art installations.

Two floors of flexible classroom space are included with break out “front porch” space and adjacent small collaboration “pods” that extend and connect learning spaces.





COMMUNITY/NON-PROFIT

# YWCA GREENWICH

## YWCA GREENWICH

### PROJECT SCOPE

KG+D is currently working with the YWCA Greenwich to develop a 15,000sf administrative office addition that will provide appropriate space for their leadership team and staff as well as a dedicated, well-positioned suite of offices for the provision of Domestic Abuse Services and the Center for Equity and Justice and Empowering Women and Girls programming. The process is exploring multiple design options as the addition will create a new front of face and sense of arrival that will be carefully designed to compliment the original facility's aesthetic.





COMMUNITY/NON-PROFIT

WILTON FAMILY Y

# WILTON FAMILY Y

Winner of 2021 Honor Award  
AIA Westchester Hudson Valley





## PROJECT SCOPE

The Wilton Family YMCA has been a community resource since 1972. Over its almost 50-year history, the needs of the community evolved, and the Y's physical space required a thoughtful plan for renovation and expansion that would effectively reflect and accommodate that evolution and growth. The design team collaborated with the Wilton Family Y to help them reimagine their existing facility. The design solution reconstructed the central core of the building creating an addition that unites the gym, pools, and fitness areas. The addition includes a renovated and expanded lobby and reception area, a second story health/wellness center that includes an expanded fitness center, new and renovated early childhood classrooms, a new pool bubble for the outdoor 50M pool, and new administrative spaces. The project also incorporated circulation, parking and drop off improvements.





COMMUNITY/NON-PROFIT

CLUBHOUSE  
ADDITIONS +  
RENOVATIONS

### PROJECT SCOPE

KG+D partnered with the Boys & Girls Club of Greenwich to develop an expansion and renovation of their main clubhouse. The 10,000-square-foot addition and expansion includes an enhanced entry sequence, a new turf with amphitheater style seating, a lobby Welcome Center, an upgraded and expanded Teen Center, a new gym, a dance/fitness and theater space in the old gym, an expanded academic and STEAM instructional space, and several infrastructure improvements.

## BOYS + GIRLS CLUB OF GREENWICH





COMMUNITY/NON-PROFIT

CAMP SIMMONS

# BOYS + GIRLS CLUB OF GREENWICH

## PROJECT SCOPE

KG+D is working with the Boys & Girls Club of Greenwich on additions and renovations to their Camp Simmons campus. The plan includes a new camp clubhouse building, pool pavilion, office and caretaker apartment, and storage barn.





COMMUNITY/NON-PROFIT

JACOB BURNS  
FILM CENTER

**JACOB BURNS MEDIA  
ARTS LAB**





## PROJECT SCOPE

This new 27,000sf education center was designed to provide educational training in filmmaking and the media arts; the facility is used by school groups and adult continuing education programs. The building features a sound stage, 16 editing suites, a center studio, a screening room, and administrative offices. Some of the sustainable features of the building include aluminum and glass energy-efficient windows, a geothermal heating and cooling system, photovoltaic panels on the roof, natural local materials and extensive daylighting and sustainable lighting controls.



# REFERENCES

Peter Gallagher, Chair  
**Pound Ridge Fire District**  
80 Westchester Avenue  
Pound Ridge, NY 10576  
914.764.5102  
[info@poundridgefire.com](mailto:info@poundridgefire.com)

Kenny Barton, EMT-P/CIC, Administrator  
**Port Chester-Rye-Rye Brooke EMS**  
417 Ellendale Avenue  
Port Chester, NY 10573  
914.939.8112  
[pcrrbems@gmail.com](mailto:pcrrbems@gmail.com)

Chris Soi  
Superintendent – Recreation and Parks Dept  
**Bedford Hills Community House**  
321 Bedford Road  
Bedford Hills, NY 10507  
914.666.8494  
[csoi@bedfordny.gov](mailto:csoi@bedfordny.gov)

Chris Burdick  
(former Town of Bedford Supervisor)  
**Assembly Member District 93**  
**New York Assembly**  
100 S. Bedford Road  
Mount Kisco, NY 10549  
914.244.4450  
[burdickc@nyassembly.gov](mailto:burdickc@nyassembly.gov)

Jason Klein, Director of Conservation  
**Westchester County Parks, Recreation & Conservation**  
148 Martine Avenue  
450 Saw Mill River Rd, Ardsley, NY 10502  
(914) 231-4631  
[jak8@westchestergov.com](mailto:jak8@westchestergov.com)

Gerry Salvo, Superintendent of Recreation  
**Town-Village of Harrison**  
One Heineman Place  
Harrison, NY 10528  
914.670.3035  
[gsalvo@harrison-ny.gov](mailto:gsalvo@harrison-ny.gov)

Colm MacMahon, Head of School  
**Rippowam Cisqua School**  
439 Cantitoe Street  
Bedford, NY 10506  
914.244.1200  
[colm\\_macmahon@rcsny.org](mailto:colm_macmahon@rcsny.org)

**Town Clerk's Office**

**MEMORANDUM**

**To:** Town Board

**From:** Erin Trostle

**Date:** November 6, 2024

**Re:** Special event permits for PRBA Holiday Market and Tree Lighting

---

Please review the attached special event permit application from the Pound Ridge Business Association for a holiday market and tree lighting to be held at the Village Green. This event has been successful in the past, and the Police Chief and Recreation Supervisor have confirmed that there are no scheduling conflicts.





## 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:	PRBA-Lisa Miller (President)
Applicant Type:	Holiday Market & Tree Lighting
Address:	77 Westchester Avenue
Mailing Address:	PO Box 268 Pound Ridge, NY 10576
Phone Number:	914-282-9582
Email Address:	lisamariemiller1962@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:	Holiday Market and Tree Lighting
Event Type:	Market
Description:	Holiday Market with Vendors setting up tents and selling wares
Purpose:	To draw people into the business district

Event Date:	Dec. 7	Alternate Date:	
Event Start Time:	10:00	Event End Time:	5:00
Setup Start Time:	8:00	Setup End Time:	10:00
Takedown Start:	5:00	Takedown End:	6:30

Location(s):	77 Westchester Avenue		
On private property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Parking location(s):			
On private property?	<input type="checkbox"/> Yes	<input 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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Number, if any: 3-4
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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Number, if any: 8-20
Will the event include alcoholic beverage vendors?		
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Number, if any: 2-3
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:	Lisa Miller		
Cell Phone Number:	914-282-9582	Email Address:	lisamariemiller1962@gmail.com
Event Day Contact Name:	same as above		
Cell Phone Number:		Email Address:	
Weather Contact Name:	same as above		
Cell Phone Number:		Email Address:	

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:

If weather causes cancellation, that will be determined 1-2 days prior

## LOGISTICS

### CROWD MANAGEMENT

Anticipated attendance:	200-300	
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 type="checkbox"/> Yes	<input type="checkbox"/> No

### VOLUNTEERS

Indicate number of volunteers:	3
Describe role(s) of volunteers:	managing vendors



<b>SANITATION/GARBAGE</b>		
Portable toilets provided:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If so, how many?	2	
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 checked="" type="checkbox"/> Yes	<input 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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please describe:	10'x10' vendor tents	
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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please describe:	Use electricity in village green for lights	
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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please describe:	Road Signs	

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

<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

### MAPS/PLANS

<u>Event Site Plan</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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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
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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 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
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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 type="checkbox"/> Yes	<input type="checkbox"/> No
Application Fee Paid (Indicate Amount):		
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 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

Lisa Miller

(Printed Name)

11/04/2024

(Date)

SUBMIT

**Town Clerk's Office**

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle  
**Cc:** Jonah Maddock; Josh Hayes  
**Date:** November 7, 2024  
**Re:** Bid results – well work, electrical, and plumbing services

A bid opening for well work, plumbing, and electrical services for January 1, 2025 through December 31, 2026 was held at the Town House on Tuesday, October 22. Bid data and recommendations follow.

**WELL WORK**

<u>Bidder</u>	<u>Journeyman</u>	<u>Helper</u>	<u>Material markup</u>
American Pump Service 40 Woodfield Road Katonah, NY 10536	\$145/hour	\$145/hour	20%
Better Water Well Systems 348 Smith Ridge Road South Salem, NY 10590	\$150.73/hour*	\$150.73/hour	40%

\*8:00 am to 4:00 pm on weekdays only  
Weekday overtime rate: \$242.15/hour  
Saturday (12:01 am – 11:59 pm) rate: \$242.64/hour  
Sunday (12:01 am – 11:59 pm) rate: \$288.85/hour  
Holiday (12:01 am – 11:59 pm) rate: \$300.41/hour

**Recommendation** – The Maintenance Supervisor recommends that you award the well work bid to American Pump Service. American Pump offers the lowest rates and is our current vendor for well work services.

**ELECTRICAL**

<u>Bidder</u>	<u>Journeyman</u>	<u>Helper</u>	<u>Material markup</u>
KET Electric 23-25 31st Street Astoria, NY 11105	\$116.14-119.84/hour	\$46.16-46.29/hour	10%

**Recommendation** – The Maintenance Supervisor recommends rebidding electrical services. Several other vendors, including the current vendor for electrical services, indicated that they had submitted bids, but these bids were not received, likely due to postal delivery issues. The only bid received was from a vendor located so far from Pound Ridge (Queens) that providing good service would likely be difficult.

**PLUMBING**

<u>Bidder</u>	<u>Journeyman</u>	<u>Helper</u>	<u>Material markup</u>
Better Water Well Systems 348 Smith Ridge Road South Salem, NY 10590	\$150.73/hour**	\$150.73/hour	40%

\*\*8:00 am to 4:00 pm on weekdays only  
Weekday overtime rate: \$243.15/hour  
Saturday (12:01 am – 11:59 pm) rate: \$242.64/hour  
Sunday (12:01 am – 11:59 pm) rate: \$288.85/hour  
Holiday (12:01 am – 11:59 pm) rate: \$300.41/hour

A. Borrelli Mechanical 147 Wheeler Avenue Pleasantville, NY 10570	\$138/hour	\$90/hour	9%
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Hassett Plumbing & Heating 40 Woodfield Road Katonah, NY 10536	\$185/hour***	\$65/hour***	10%
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\*\*\*8:00 am to 4:30 pm weekdays only  
Evening, weekend, and holiday rates as follows:  
Journeyman: \$295/hour  
Helper: \$104/hour

**Recommendation** – It is the Maintenance Supervisor’s opinion that Better Water Well Systems is the most qualified bidder. Past experience with other plumbers, especially those not located nearby, has been unsatisfactory. Better Water, our current vendor, has been consistently responsive, especially in emergency situations.



**American Pump Service**  
 100 Dugway Dr  
 Pawling, NY 12564 US  
 (845) 430-8132  
 americanpumpny@gmail.com

# Estimate

ADDRESS
Town Of Pound Ridge 179 Westchester Ave Pound Ridge NY 10576

ESTIMATE #	DATE
2187	10/07/2024

ACTIVITY	QTY	RATE	AMOUNT
<b>LABOR:LABOR</b> Labor	0	145.00	0:00T
<b>Holst Truck</b> Hoist Truck	0	110.00	0.00T
<b>Material Markup 20%</b> Material Markup 20%	0	0.00	0.00

Bid proposal for January 31 2025- December 31 2026.

SUBTOTAL	0.00
TAX (8.25%)	0.00
<b>TOTAL</b>	<b>\$0.00</b>

Accepted By

Accepted Date

# Town of Pound Ridge: WELL WORK 2025-26

We propose to furnish labor and materials for work described in the contract above in accordance with all of the provisions and stipulations contained in the terms, conditions and specifications for all site locations as noted in this bid. We understand that all rates must be in accordance with NYS Department of Labor Standards. **Please note there is an increase annually on July 1 (occasionally also on December 31) in the New York State Prevailing wage rates and our hourly billing rates will increase in accordance with that percentage.**

	Hourly Bid Rate
Regular Man Hours 8AM to 4 PM	\$ <u>150.73</u>
Overtime Man Hours 4:01 PM to 7:59 AM	\$ <u>242.15</u>
Equipment During Regular Man Hours 8AM to 4 PM	Hourly Bid Rate
Boom Truck	\$ 136.00
Mini Excavator - min. 4 hour	\$ 120.00
Skid Steer - min. 4 hour	\$ 120.00
400 Gallon Water Tank (filled)	\$ <u>415.00</u>

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Continued on Next Page

# Town of Pound Ridge: WELL WORK 2025-26

## Per Cent Bid

Per Cent Mark  
Upon  
Equipment &  
Materials  
Purchased by  
the Contractor

40 %

### Additional Hourly Rates if Required

**Saturday Rate: 12:01 AM to 11:59PM** \$ 242.64

**Sunday Rate: 12:01AMto11:59PM** 288.85

**Holiday Rate: 12:01 AM to 11:59 PM** \$ 300.41

Print Name: Michelle M Woodstead

Date: 9/20/24

Signature: 

Title: Office Manager

Company Name: Better Water Well Systems, Inc.

Company Address: 348 Smith Ridge Road South Salem, NY 10590

Phone: 914.533.6814

Fax: 914.533.6451

Email: bwws@optonline.net





## **KET Electric**

Electrical Wiring and Lighting

**KET Electric LLC**  
**23-25 31<sup>st</sup> Street**  
**Astoria, NY 11105**  
**(929)799-2669**

**Subject: Electrical Bid – January 1, 2025 – December 31, 2026**

**From: KET Electric LLC**

**To: Town of Pound Ridge**

**Date: October 17, 2024**

**KET Electric LLC is pleased to present this bid package for General electrical repairs, maintenance, and services:**

- Hourly rate for Journeyman (electrician A) \$56.75 per hour – 7/1/2024  
Supplemental benefit - \$59.39 per hour
- Hourly rate for Journeyman (electrician A) \$58.75 per hour – 4/17/2025  
Supplemental benefit - \$61.09 per hour
- Hourly rate for Helper (electrician M) \$30.00 per hour - 7/1/2024  
Supplemental benefit - \$16.16 per hour
- Hourly rate for Helper (electrician M) \$30.00 per hour – 4/17/2025  
Supplemental benefit \$16.29 per hour
- Apprentices will be paid the lowest rate according to term based on current NYS prevailing wages for Westchester County
- All material will be marked up at 10% from the wholesale price

**Incl: Proof of Insurance, Reference letters, and Westchester County Electrical License**

**Email: [office@ketelectric.com](mailto:office@ketelectric.com)**  
**Phone: 718-884-0314**

**KET Electric LLC**  
**P: (212) 365-8793**  
**E: [info@ketelectric.com](mailto:info@ketelectric.com)**



A. Borrelli Mechanical  
147 Wheeler Avenue  
Pleasantville, Ny 10570  
(914) 495-3030  
[LTorres@ABorrelli.com](mailto:LTorres@ABorrelli.com)

Date: October 22nd, 2024

Re: TOWN OF POUND RIDGE  
Plumbing Bid 2024

Thank you for the opportunity to bid, our **Plumbing** prices are as follows:

Journeyman Plumber : \$138

Helper: \$90

Material Markup: 9%

We look forward to working with you.

# Town of Pound Ridge: PLUMBING WORK 2025-26

We propose to furnish labor and materials for work described in the contract above in accordance with all of the provisions and stipulations contained in the terms, conditions and specifications for all site locations as noted in this bid. We understand that all rates must be in accordance with NYS Department of Labor Standards. **Please note there is an increase annually on July 1 (occasionally also on December 31) in the New York State Prevailing wage rates and our hourly billing rates will increase in accordance with that percentage.**

	Hourly Bid Rate
Regular Man Hours 8 AM to 4 PM	\$ <u>150.73</u>
Overtime Man Hours 4:01 PM to 7:59 AM	\$ <u>243.15</u>
Equipment During Regular Man Hours 8 AM to 4 PM	Hourly Bid Rate
Boom Truck	\$ 136.00
Mini Excavator - min. 4 hour	\$ 120.00
Skid Steer - min. 4 hour	\$ 120.00
400 Gallon Water Tank (filled)	\$ 415.00

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Continued on Next Page



# Town of Pound Ridge: PLUMBING WORK 2025-26

	Per Cent Bid
Per Cent Mark Up on Equipment & Materials Purchased by the Contractor	40 %

Additional Hourly Rates if Required

**Saturday Rate: 12:01 AM to 11:59PM** \$ 242.64

**Sunday Rate: 12:01AMto11:59PM** 288.85

**Holiday Rate: 12:01 AM to 11:59 PM** \$ 300.41

Print Name: Michelle M Woodstead

Date: 9/20/24

Signature: 

Title: Office Manager

Company Name: Better Water Well Systems, Inc.

Company Address: 348 Smith Ridge Road South Salem, NY 10590

Phone: 914.533.6814

Fax: 914.533.6451

Email: bwws@optonline.net



**Town Clerk's Office**

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle  
**Date:** November 6, 2024  
**Re:** Sale of cemetery plot

---

Please approve the sale of Plot 107 (two gravesites) in Section 3 of the Pound Ridge Cemetery to Pound Ridge residents Robert and Janis Knorr, at a price of \$2,000.00.



**CEMETERY PLOT DEED**

**Two Gravesites – Plot #107, Section 3**

**This Indenture**, made the 12th day of November in the year of our Lord Two thousand and twenty-four between the **TOWN OF POUND RIDGE**, a municipal corporation existing under the Laws of the State of New York, party of the first part, and Robert and Janis Knorr, of 26 Upper Shad Road, Pound Ridge, party of the second part,

**WITNESSETH**, that the party of the first part, in consideration of Two thousand dollars to it paid on behalf of the party of the second part, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell, and convey to the said party of the second part, their heirs and assigns, the use of the Plot #107 of land as a place for the burial of the dead in the cemetery of said Town, called "Pound Ridge Cemetery" situated at Pound Ridge, in the County of Westchester; which lots described as Plot #107 on a certain map entitled "Pound Ridge Cemetery Survey showing Section 3," made by Achille A. Pascale, CE, New Canaan, CT, dated December 18, 1996, and recorded in the office of the Clerk of Westchester County (Division of Land Records) on the 26th day of February, 1997, and known as map number 25894.

**TO HAVE AND TO HOLD**, the above granted premises to the said party of the second part, their heirs and assigns, forever; subject, however that burial shall be in concrete or metal vault and all foundations for monuments shall be of poured concrete, not less than 42" in depth, and subject to the conditions, restrictions, rules, and regulations heretofore affecting this cemetery or as may be hereafter passed by the Town of Pound Ridge, its successors or assigns, for the government and control of the use of the Plot #107 hereby hold, and subject also to the Laws of the State of New York relating to the use and ownership of lots and graves in cemeteries created under the Laws of said State. This instrument may not be sold, assigned, conveyed, or transferred to any person, corporation, partnership, or other entity. 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 \$150.00 per plot.

**IN TESTIMONY WHEREOF**, the said party of the first part has caused this DEED to be signed by its Supervisor and Town Clerk, and its corporate seal to be hereunto affixed, the day and year first above written.

In Presence Of

\_\_\_\_\_  
(LS)  
SUPERVISOR Town of Pound Ridge, New York

\_\_\_\_\_  
(LS)  
TOWN CLERK Town of Pound Ridge, New York

State of New York    }  
County of Westchester } ss:  
Town of Pound Ridge }

On the 12th day of November, Two thousand and twenty-four, before me came Kevin C. Hansan and Erin Trostle, to me known, who being by me duly sworn, did depose and say that they reside in the Town of Pound Ridge, NY, that they are the Supervisor and Town Clerk respectively of the Town of Pound Ridge, NY, the municipal corporation described in, and which executed, the foregoing instrument; that they know the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Town Board of the Town of Pound Ridge, NY; and that they signed their names thereto by like order.

\_\_\_\_\_  
Notary Public

**MEMORANDUM**

**To:** Town Board  
**From:** Joshua Hayes  
**Cc:** Jonah Maddock, Erin Trostle  
**Date:** November 6, 2024  
**Re:** 2025 Flower Basket Plant Materials

---

On October 9<sup>th</sup>, requests for quotes for plant material for the recycled hanging flower baskets in Town were sent out to four prospective parties.

The following two quotes were received:

	<u>Perennial Gardens</u>	<u>Valley View</u>
<b>72 16" hanging basket</b>		
<b>Plant Material + Delivery</b>	\$4932.00	\$3,370, includes replacement moss sheet liner

As we are recycling the 72 hanging baskets, the quotes are only for plant material and delivery. Valley View's previous quote, which included the baskets themselves, was \$3895; the only notable price increase year to year is a \$15 increase in freight and delivery. Valley View did not separate out the plant material from the basket price in their previous submission.

Baskets are now being stored at Valley View; we would recommend that the Town Board select Valley View for this quote. After conferring with the Maintenance Supervisor, he also thinks that Valley View would be a good fit given the consistency of their work.

works contracts greater than \$35,000.00, shall be formally bid pursuant to GML §103.

**Guideline 3**

All estimated purchases of supplies or equipment estimated at less than \$20,000.00 are subject to the following requirements:

- Purchases estimated at \$5,000.00 to \$19,999.00 require a written Request for Proposal (RFP) and requests for quotes from at least three (3) vendors.
- Purchases estimated at \$2,500.00 to \$4,999.00 require verbal or Internet quotes from at least two (2) vendors.
- Purchases estimated at \$2,499.00 or less require the approval of the department head or Town Supervisor.
- Purchasing decisions, in accordance with these guidelines, are the responsibility of each department head. Any expenditure in excess of \$2,499.00 requires advance approval by the Town Board.

All estimated public works contracts less than \$35,000.00 are subject to the following requirements:

- Contracts estimated at \$20,000.00 to \$34,999.00 require a written RFP and at least three (3) requests for quotes from contractors.
- Contracts estimated at \$10,000.00 to \$19,999.00 require a written RFP and at least two (2) requests for quotes from contractors.
- Contracts estimated at \$3,000.00 to \$9,999.00 require approval of the Town Supervisor.
- Contracts estimated at \$2,999 or less require the approval of the department head or Town Supervisor.

Any written RFP shall describe the desired goods, quantity, and particulars of delivery. The Purchaser shall compile a list of all vendors from whom written quotes have been requested and by whom written quotes have been offered.

All information gathered in complying with these requirements shall be attached and submitted with a payment voucher and procurement cover sheet, when required, to the Town Clerk and subsequently the Finance Department and shall be filed with the Town Clerk.



# Town of Pound Ridge

Office of the Town Clerk

**Town Clerk**  
Erin Trostle  
townclerk@townofpoundridge.com  
914-764-5549



**Deputy Town Clerk**  
Josh Batchelder  
deputytownclerk@townofpoundridge.com  
914-764-5212

## REQUEST FOR QUOTES

### 2025 FLOWER BASKET PLANT MATERIAL

The Town of Pound Ridge is seeking quotes for plant material for the recycled hanging flower baskets on light posts in the Scotts Corners business district. 16" baskets will be provided.

Delivery date:	Late May 2025
Number of 16" recycled baskets:	72
Soil:	Cornell soil mix
Flowers:	Petunia Royal Magenta Petunia Bordeaux Petunia Royal Velvet Thunbergia Lemon O'Peel

Quotes should be submitted via email to the Town Clerk's office by October 25, 2024.

Quote

Quote expires  
October 22, 2024 12:00 am



Valley View Wholesale Greenhouses  
229 Smith Ridge Road  
South Salem, NY 10590  
PH:914-533-2526 / FAX:914-533-2050

Estimate #: Q-102094  
Ticket date: 10/21/24

Customer PO#:

Sold to: TOWN OF POUND RIDGE  
179 WESTCHESTER AVENUE  
POUND RIDGE, NY 10576

Ship to:

Customer #: TOW2  
Sales Rep: DH

Ship date:  
Location: VV

Ship-via code: COD  
Terms: Due in 30 days.

QTY	QTY SHIP	Item #	Description	Price	Ext prc
72	72	MOSSMED	16" MOSS HANGING BASKET - SPECIAL ORDER price includes: replacement moss sheet liner, chain hanger, soil & plants. (wire frame being reused)	45.00	3,240.00
1	1	FREIGHT	FREIGHT/DELIVERY	130.00	130.00

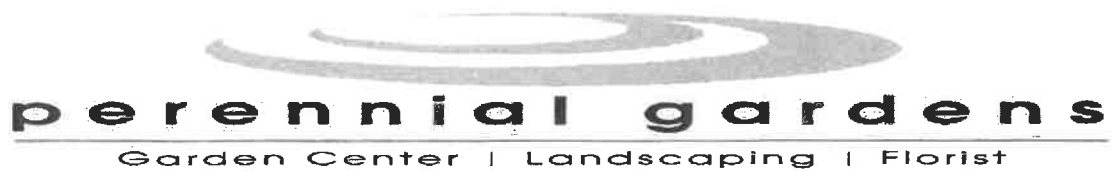
Ord subtotal: 3,370.00  
Order tax: 0.00  
Order total: 3,370.00

Received By: \_\_\_\_\_

Date: \_\_\_\_\_

No Returns or exchanges, Please Check Receipt before Departing  
All claims for damages and/or deficiencies must be made upon delivery/pickup  
All claims of price discrepancies must be made within one business day of delivery/pickup  
\*\* We give no warranty, expressed or implied as to the life, description or quality of any nursery stock, plants or hardgood products that we sell\*\*  
No returns, exchanges, guarantees, please check your receipt before departing.  
All claims for damages and/or deficiencies must be made upon delivery/pickup.All  
claims of price discrepancies must be made within one business day of delivery  
\*\*We give no warranty, expressed or implied as to the life, description or  
quality of any nursery stock, plants or hard good products that we sell\*\*





414 Old Post Road  
Bedford, NY 10506

Tel.: 914-234-6311

October 24, 2024

Town of Pound Ridge  
Town Clerk  
179 Westchester Ave.  
Pound Ridge, NY 10576

**Re: Flower Basket Quote**

We hereby would be able to furnish and deliver 72 hanging baskets as per your request for the light posts in the Scotts Corners business district. They can be delivered late May.  
The cost is \$68.50 each plus tax, which comes to \$ 5,345.06 for the 72 baskets.  
If you provide us with a tax exempt form, the taxes then can be taken off.  
Basket liners and hangers if needed would be at an additional cost.

Sincerely,

Beth O'Hanley  
Perennial Gardens



# Memo

To: Town Board

From: Steven Conti

Date: 11/7/2024

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I respectfully request approval to advertise for the hiring of a full-time Accountant. Thank you.

**Town of Pound Ridge Highway Dept.**

## **MEMO**

**Date: November 8<sup>th</sup>, 2024**

**To: Town Board**

**From: Highway Dept.**

**Members of the Board,**

**This memo is to get your permission to advertise, interview and hire a new MEO to replace Archer Sgaglio.**

**Thanks, Vinnie Duffield**

**Highway Supt.**



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\*\*\* OFFICIAL PROCLAMATION \*\*\*

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**WHEREAS** in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, *and*

**WHEREAS** this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, *and*

**WHEREAS** Arbor Day is now observed throughout the nation and the world, *and*

**WHEREAS** trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, *and*

**WHEREAS** trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, *and*

**WHEREAS** trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, *and*

**WHEREAS** trees — wherever they are planted — are a source of joy and spiritual renewal.

**NOW, THEREFORE,** I, \_\_\_\_\_, Mayor of the City of \_\_\_\_\_, do hereby proclaim \_\_\_\_\_ as **ARBOR DAY**

In the City of \_\_\_\_\_, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, *and*

**FURTHER,** I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

**DATED THIS** \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Mayor \_\_\_\_\_