



**George Latimer**  
County Executive

**Richard G. Wishnie**  
Commissioner of Emergency Services

**Blanca Lopez**  
Commissioner of Planning

December 3, 2024

Dear Municipal Official,

Westchester County has initiated the process to update the Multi-Jurisdictional Hazard Mitigation Plan (HMP), as required by FEMA. The current FEMA approved plan expires in 2026. The HMP update will be carried out in compliance with federal law, which requires local governments to have an approved hazard mitigation plan to be eligible for federal mitigation grant funds.

The county's Department of Emergency Services and the Planning Department are leading a Steering Committee to oversee the plan update, and a professional consulting firm has been hired.

Since FEMA no longer funds single jurisdiction mitigation plans, a Hazard Mitigation Grant Program (HMGP) application has been submitted to FEMA to fund the county-wide HMP update effort. Therefore, every Westchester municipality is encouraged to participate in this HMP update which will include each jurisdiction's local plan Annex.

Municipal participation requires a Letter of Intent to Participate (LOI) be drafted on municipal letterhead, signed by a governing official, and submitted by January 10, 2025. The requirements and expectations for municipal participation are outlined in the attached Letter of Intent (LOI) to participate template. Please review and complete the LOI process to continue the benefits that a collaborative hazard mitigation plan can provide.

On behalf of the HMP Steering Committee, we look forward to your participation and cooperation. Please contact Westchester County Emergency Management at 914-864-5450 with any questions you might have regarding this project.

Dennis Delbogo, Director  
Emergency Management

*Dean Tarulli*

Dean Tarulli, Director  
Flood Mitigation and Resiliency

**Submission Details:**

- Municipal participation requires a Letter of Intent to Participate (LOI) be drafted on municipal letterhead, signed by a governing official, and submitted by December 31, 2024 via e-mail to: [WCOEM@WestchesterCountyNY.gov](mailto:WCOEM@WestchesterCountyNY.gov) (Attention: Westchester Hazard Mitigation Steering Committee c/o Westchester County Emergency Management, 200 Bradhurst Avenue, Hawthorne, NY 10532).
- Each municipality's designated primary and secondary points of contact and local NFIP Floodplain Administrator will be essential to communicating local mitigation planning activities, ensuring LOI expectations are met, and coordinating with the project consultant on the municipality's plan annex update.
- For scheduling purposes, the estimated total timeline for the HMP update is 2<sup>nd</sup> quarter 2025 through 4<sup>th</sup> quarter 2026. In addition to the required project "Kick-Off" and Mitigation Strategies meetings, please anticipate an initial, mid-term, and final local planning meeting, over a 3-month interval.
- Specific details about the project schedule will be provided at the "Kick Off" meeting which is expected to be announced early next year.

Kevin C. Hansan  
*Supervisor*

Nicole Engel  
*Chief of Staff*



Tel: 914-764-5511  
Fax: 914-764-0102

#### **Town Council**

Alison Boak  
Diane Briggs, *Deputy Supervisor*  
Daniel S. Paschkes  
Namasha Schelling

### **Westchester County Multi-Jurisdictional Hazard Mitigation Plan Update**

#### **Letter of Intent to Participate**

Westchester Hazard Mitigation Steering Committee  
C/O Westchester County Emergency Management  
200 Bradhurst Avenue  
Hawthorne, NY 10532

Subject: Westchester County Multi-Jurisdictional Hazard Mitigation Plan Update  
Authorization and Letter of Intent to Participate

Dear Mr. Delbogo:

Per your letter, dated December 3, 2024, the Town of Pound Ridge, is committed to participating in the Westchester County Hazard Mitigation Plan (HMP) Update project, and by way of this Letter of Intent to Participate:

1. Authorizes the Westchester County Hazard Mitigation Steering Committee (“Steering Committee”), to guide and direct this planning process, perform certain parts of the planning process, and prepare certain parts of the plan documents on our behalf.
2. Agrees to meet the minimum requirements of municipal participation (a.k.a. the Planning Partner Expectations), specifically to:
  - Execute and return this “Letter of Intent to Participate” to the Westchester County Department of Emergency Services, attention: Dennis Delbogo, Emergency Management Director.
  - Designate municipal representatives to serve as the planning points of contact (POC), below. These individuals will be responsible for representing the municipality and assuring that these participation expectations are met by the municipality.
  - Involve the local NFIP Floodplain Administrator in the planning process.
  - Coordinate local planning activities with the Steering Committee selected to oversee the development of this plan.
  - Assist with the identification of and outreach to stakeholders within the community that should be informed and potentially involved with the planning process.
  - Provide representation at municipal Planning Committee meetings (*approximately 3 meetings over 3 months*, in addition to a Kick-Off Meeting and a Mitigation Strategy Workshop).
  - ***Develop a minimum of 2 specific mitigation actions to reduce risk to the highest ranked natural hazards identified by the municipal vulnerability assessment. For jurisdictions containing a Special Flood Hazard Area, at least 1 of these projects must address flooding.***

- Provide data and information about the municipality in a timely manner as requested by the Steering Committee and/or the contract consultant, including:
  - Progress with mitigation project activity in the municipality in the last five years;
  - Structure and facility inventory data including identified Critical Facilities;
  - Planned new development and anticipated development projects;
  - Natural hazard risk areas including FEMA Special Flood Hazard Areas
  - Natural hazard events and losses that have impacted the municipality in the last five years
  - Plans, studies, reports and ordinances addressing natural hazard risk
- Support public outreach efforts in the municipality which may include:
  - Providing notices of the planning project on the municipal website with links to a County project website;
  - Advertising and supporting public meetings in the municipality, the availability of Plan documents, and notice of public meetings via available local media (e.g. newsletters, flyers, email blasts, social media, etc.);
  - Supporting outreach to National Flood Insurance Program (NFIP) Repetitive Loss and Severe Repetitive Loss property owners in the municipality.
- Review draft Plan sections when requested and provide comment and input as appropriate within established time schedules.
- ***Facilitate the process to adopt the Plan by resolution of the municipal governing body after FEMA conditional approval.***
- Track and periodically provide the Steering Committee with reports of municipal staff and volunteer labor spent on the planning process for the purpose of meeting the non-Federal grant match.

3. Assigns the following persons to be the Points of Contact for the municipality. We understand that these POCs are responsible for assuring municipal representation at municipal Planning Committee meetings, and assuring that the other minimum requirements of jurisdictional participation, as detailed in the Planning Partner Expectations above, are met.

<b>Primary Hazard Mitigation Contact:</b>		<b>Secondary Hazard Mitigation Contact:</b>	
Name:	David Dow	Name:	Chief Thomas Mulcahy
Department/Position:	OEM Director	Department/Position:	Pound Ridge Police Dept.
Phone:	914-486-4722	Phone:	914-764-0862
E-Mail:	<a href="mailto:oem@townofpoundridge.com">oem@townofpoundridge.com</a>	E-Mail:	<a href="mailto:tmulcahy@townofpoundridge.com">tmulcahy@townofpoundridge.com</a>

<b>Our designated local Floodplain Administrator (FPA) under the NFIP:</b>	
Name:	Jim Perry
Department/Position:	OEM Executive Director
Phone:	914-764-4634
E-Mail:	<a href="mailto:jperry@townofpoundridge.com">jperry@townofpoundridge.com</a>

4. Recognizes that failure to meet the minimum participation expectations and deadlines, as determined by the Steering Committee will result in the municipality being excluded from the planning process.

Sincerely,

Date: December 5, 2024

Name: Kevin C. Hansan

Signature:

Intermunicipal Cooperative Agreement  
(Reciprocal Use)

This Intermunicipal Cooperative Agreement (“Agreement”) made this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the Board of Education of the Bedford Central School District, a school district of the State of New York, with offices located at The Fox Lane Campus, 632 South Bedford Road, Bedford, New York 10506 (hereinafter “School District”) and the Town of Pound Ridge, a municipal corporation having offices located at 7 Old Pound Road, Pound Ridge, New York 10507 (hereinafter “Town”), each of the School District and Town, sometimes hereinafter referred to as a “Party” and, together, hereinafter referred to as the “Parties.

WHEREAS, the School District and Town each own, operate, and maintain certain facilities suitable for community or public recreational purposes; and

WHEREAS, the School District and Town determine it to be in the public interest, economically and practically to cooperate with each other in the sharing of such facilities when not needed for the use of the School District or Town, respectively; and

WHEREAS, General Municipal Law Section 119-o permits municipal corporations, including the School District and Town, to enter into Intermunicipal Cooperative Agreements for the performance between themselves or one of them for the other of their respective functions, power and duties;

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the Parties agree as follows:

1. Term – Pursuant to Section 119-o of the General Municipal Law, the duration of this Agreement shall be for five (5) years, from September 1, 2024 through June 30, 2025 and September 1 through June 30 of each subsequent year for four (4) additional years. The Parties hereto may renew this Agreement from time to time by means of a new Agreement. Either Party may terminate this Agreement, with or without cause, upon the giving of ninety (90) days written notice to the other Party. Upon the giving of such notice and the expiration of ninety (90) days, this Agreement will be of no further force and effect.

2. Scheduling and Use of Property – The School District and Town each agree to allow the other to utilize buildings and grounds (“facilities”) for recreational programs and

activities when not needed for School District or Town purposes, respectively, in accordance with schedules to be agreed upon by the Parties.

3. Fee Schedule – The School District and Town agree to waive fees for the other's use of its facilities, provided that each Party will be entitled to charge the other for custodial overtime incurred as a result of the use of the facilities.

4. Duty to Organize and Supervise – Each Party will be responsible for organizing, conducting and supervising its own activities at the facilities of the other Party. Except as may be mutually agreed to by the School District and Town, respectively, each Party will provide all supplies and materials, and furnish and compensate all personnel necessary to conduct that Party's programs and activities.

5. Rules and Regulations – The Town agrees to abide by the School District's rules and regulations attached hereto as Exhibit "A" and labeled as "Facility Use Requirements & Applicant Agreement" as well as the School District's Policy on Public Use of School Facilities and the Code of Conduct provisions relating to Public Conduct on School Property.

6. Damage to Facilities – Each Party will be responsible for repairing or paying for the cost of repair for damage caused by that Party to the facilities of the other Party. Each Party will have the authority to postpone, cancel or terminate any event at its facilities if it is determined that the safety of the users or the conditions of the facilities will be compromised.

7. Indemnification – Each Party agrees to indemnify, defend, and hold the other Party harmless, including reasonable attorney's fees, from and against any and all liability, loss, damages, claims, proceedings or actions for bodily injury (including death), and/or property damage arising out of or in connection with the negligent acts or omissions of the Party using the other Party's facilities, except to the extent of the negligence or willful misconduct of the other Party. Each party, upon receiving notice of a claim, proceeding or action under this provision, will promptly notify the other Party in writing of any claim, proceeding or action received, but in no event later than ten (10) business days of receipt by the Party.

8. Insurance – Each Party will provide the other Party with the proper insurance requirements as set forth in the respective policies and procedures relating to public use of facilities. Each Party will provide the other Party with a copy of the certificate of insurance evidencing such coverage.

9. Compliance with Law – Each Party agrees that its use of the other Party's facilities will comply with all applicable federal, state and local laws, ordinances, policies, rules and regulations.

10. No Assignment – Neither Party may assign this Agreement without the prior written consent of the other Party, which may be withheld for any reason whatsoever or for no reason.

11. Notices – Any and all notices, demands or other communications required or desired to be given hereunder by either Party will be in writing and will be validly given or made to the other Party if personally served or if deposited in the United States Postal Service, certified or registered mail, postage prepaid, return receipt request, to the address set forth above, to the Superintendent of Schools for the School District and the Town Supervisor for the Town. If the notice, demand or other communication is served personally, it will be effective immediately; if given by mail, it will be effective when received, but in any event no later than four (4) days after deposit in the United States Postal Service. Each Party may change its address for purposes of this paragraph by written notice given in the manner provided herein.

12. No Waiver – No failure by either Party to insist upon the strict performance of any term, covenant or provision of this Agreement or to exercise any rights or remedy upon a breach thereof shall constitute a waiver of any such breach or of any such term, covenant or provision.

13. Amendment – No amendment, change or modification of this Agreement will be valid unless in writing, signed by both Parties hereto.

14. Entire Understanding – This Agreement constitutes the entire understanding and agreement between the Parties with respect to the subject matter hereof and any and all prior agreements, understandings and representations with respect to the same are merged herein and are of no further force and effect.

15. Cooperation – In the event any issue which is unanticipated in relation to the subject matter of this Agreement or by the Parties occurs, the Parties agree to communicate and to cooperate to address same.

16. Approval – This Agreement is subject to the approval of the Board of Education of the Bedford Central School District and the Board of Trustees of the Town of Bedford.

17. No Waiver – No failure by either Party to insist upon the strict performance of any term, covenant or provision of this Agreement or to exercise any rights or remedy upon a breach thereof shall constitute a waiver of any such breach or of any such term, covenant or provision.

18. Amendment – No amendment, change or modification of this Agreement will be valid unless in writing, signed by both Parties hereto.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year first above written.

Bedford Central School District

Town of Pound Ridge

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

Gilian Klein  
President, Board of Education

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

Kevin Hansan  
Town Supervisor

# Town of Pound Ridge Police Department



**Thomas D. Mulcahy**  
Chief of Police

Tel.: 914-764-4206  
Fax: 914-764-0847

December 12, 2024

To: Town Board Members

From: Chief Tom Mulcahy

Re: Request for 3 year renewal for Police Department FortiGate Firewall Contract

I was advised by Todd Baremore that our Firewall Protection contract at the Police Department was up for renewal. We made inquiries to our provider Firewalls.com to see if there was any discount for a multi-year renewal. They do offer a 3 year plan which will fix our cost for the next 3 years at \$1,058.68/year for up front total of \$3,176.05. Besides being cheaper than the 1 year renewal, it will protect us from any price increases. See attached quote for comparison of 1 year and 3 year renewal costs. I shared this information with Steve Conti and he recommended that I add to Town Board meeting agenda for approval to proceed with a 3 year renewal. This cost can be covered with this year's computer maintenance budget line.

Thank you for your consideration in this matter,

A handwritten signature in black ink, appearing to read "T. D. Mulcahy".

Thomas D. Mulcahy



**Firewalls.com, Inc.**

9449 Priority Way West Drive, Suite 225, Indianapolis  
IN, United States, 46240

**QUOTE**

682065000125995402

**Valid Until** Oct 11, 2024

**Sales Person** Chris Terry

**Phone** 317-406-6350

**Email** cterry@firewalls.com

**Town of Pound Ridge Police  
Department**

**David Ryan**

177 Westchester Ave, Pound Ridge,  
NY, US,  
10576

**Ready to Order? Click Here for Checkout!**

Product Name	List Price	Qty	Discount	Amount
FC-10-0081F-950-02-12 FortiGate-81F Unified Threat Protection (UTP) (IPS, Advanced Malware Protection, Application Control, URL, DNS & Video Filtering, Antispam Service, and FortiCare Premium) <i>FortiGate-81F 1 Year Unified Threat Protection (UTP) (IPS, Advanced Malware Protection, Application Control, URL, DNS &amp; Video Filtering, Antispam Service, and FortiCare Premium)</i>	\$ 1,383.90	1	\$ 207.59	\$ 1,176.31
FC-10-0081F-950-02-36 FortiGate-81F Unified Threat Protection (UTP) (IPS, Advanced Malware Protection, Application Control, URL, DNS & Video Filtering, Antispam Service, and FortiCare Premium) <i>FortiGate-81F 3 Year Unified Threat Protection (UTP) (IPS, Advanced Malware Protection, Application Control, URL, DNS &amp; Video Filtering, Antispam Service, and FortiCare Premium)</i>	\$ 3,736.53	1	\$ 560.48	\$ 3,176.05
<b>Sub Total</b>				<b>\$ 4,352.36</b>
<b>Sales Tax*</b>				
<b>Paid Amount</b>				<b>\$ 4,352.36</b>
<b>Grand Total</b>				<b>\$ 4,352.36</b>

## **Terms & Conditions**

Sales tax may apply.\*  
Special Pricing only valid while items are in stock.

**RETURN POLICY:** All returns must meet all applicable criteria listed in our Return Policy found on the website. For approval please contact the sales representative listed on your invoice.

# Town of Pound Ridge

Tel.: 914-764-5511  
Fax: 914-764-0102



To: Town Board

From: Andrea Russo

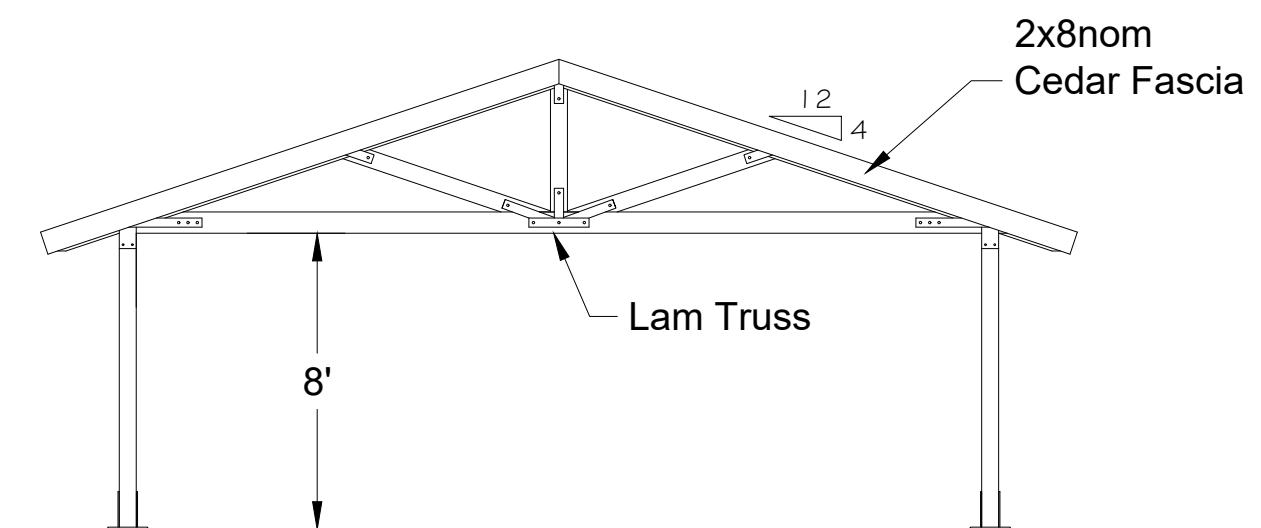
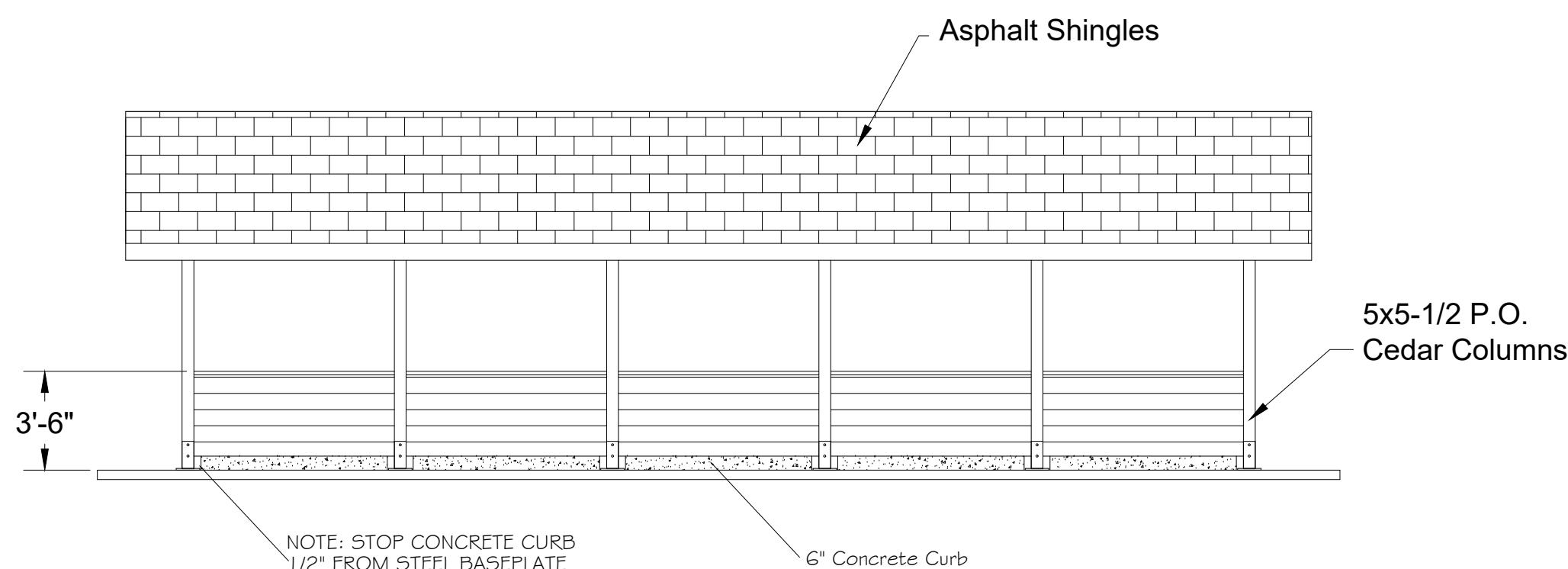
Date: December 12, 2024

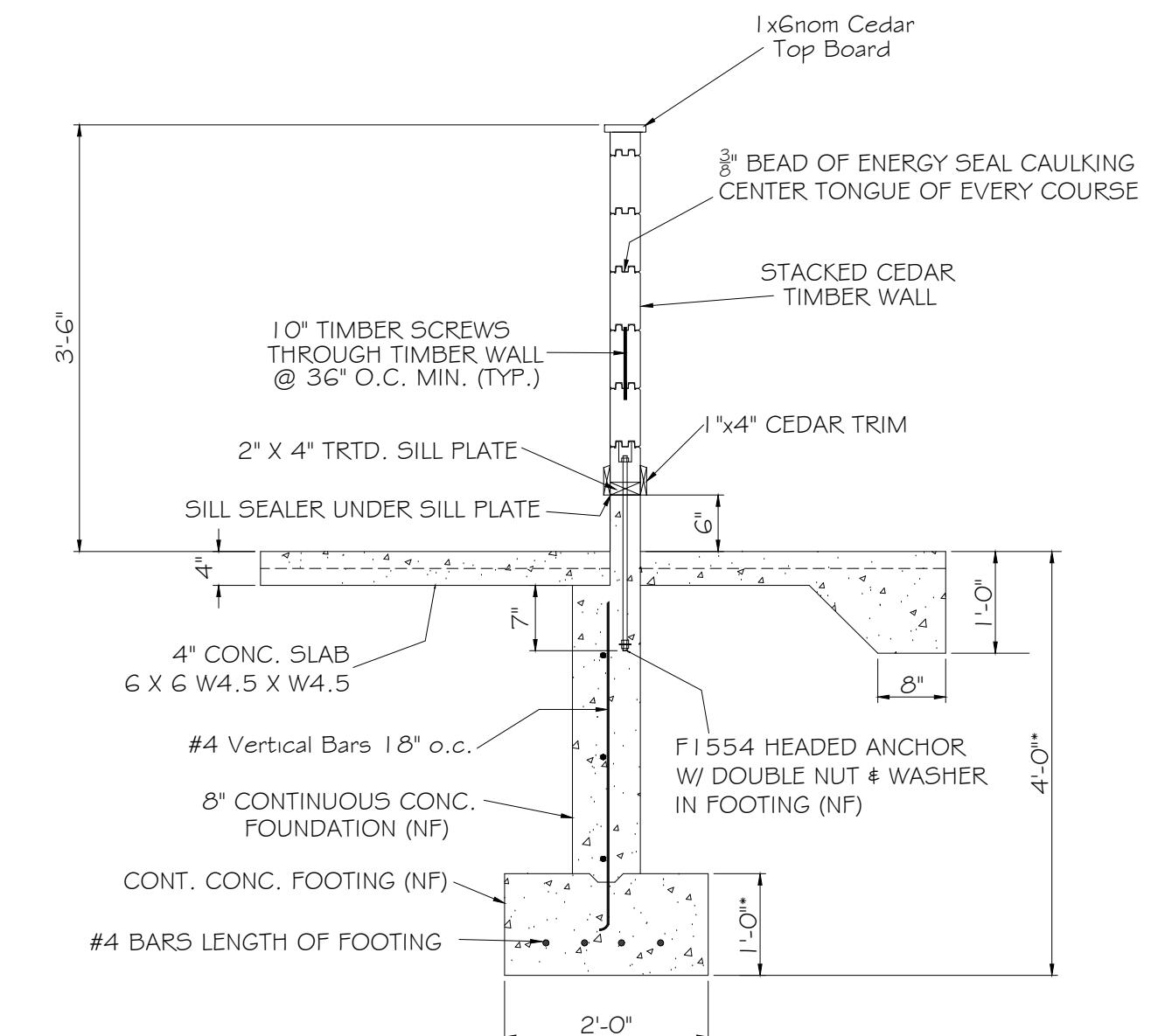
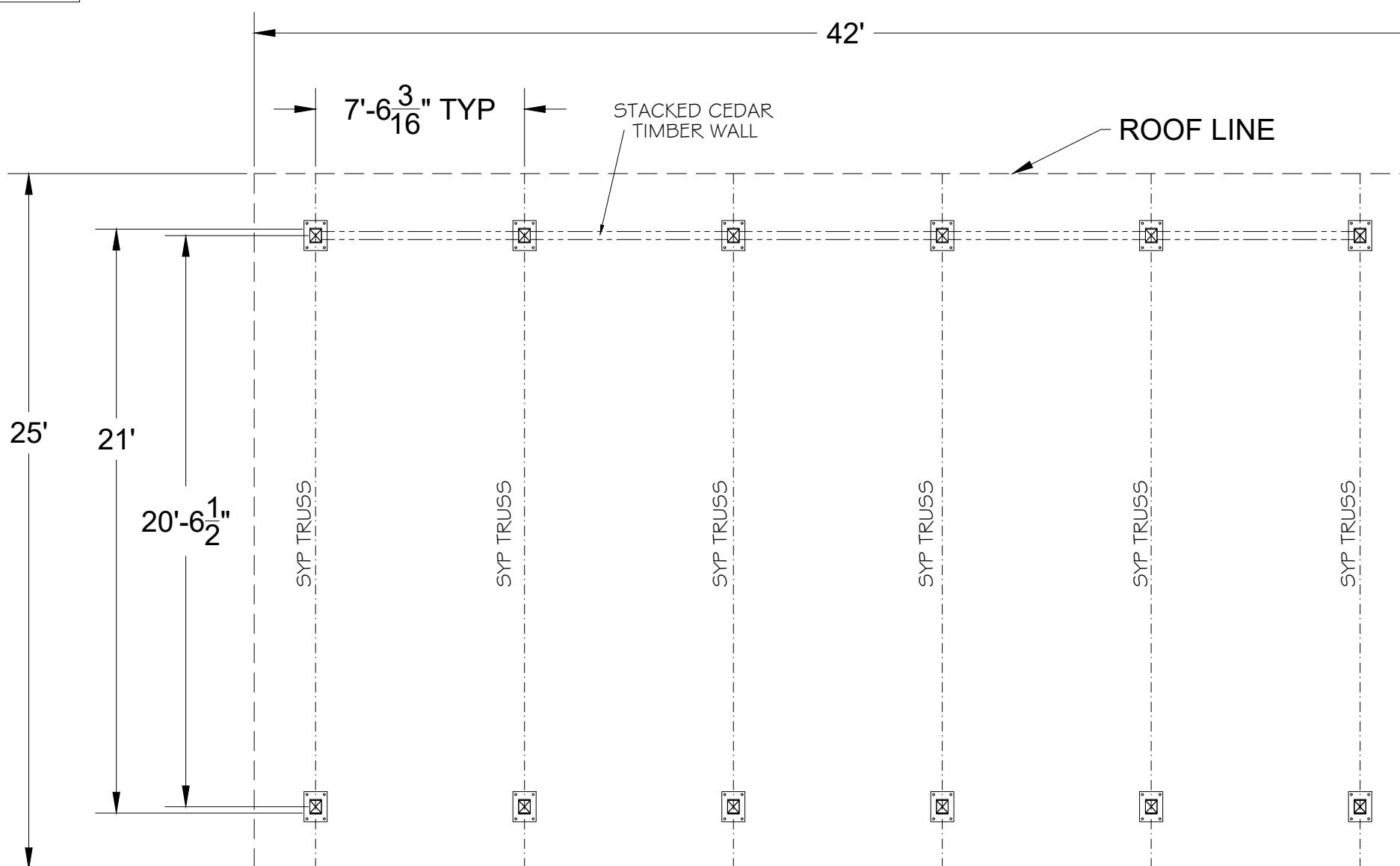
Re: Request Purchase Order for Park Shelter

Respectfully, I request the approval for a purchase order to move forward with a 25 by 42 shelter structure in the town park. The total cost of the shelter is \$196,118.04, of which \$125,000 awarded from grant monies will be applied. Would like to move forward because this helps ensure the 2024 price will be honored, and setting a construction date for the project to be started and done before the 2025 camp season. We did also research another shelter option with Best of Backyards and do not feel confident the structure would meet code or have a long-life span.

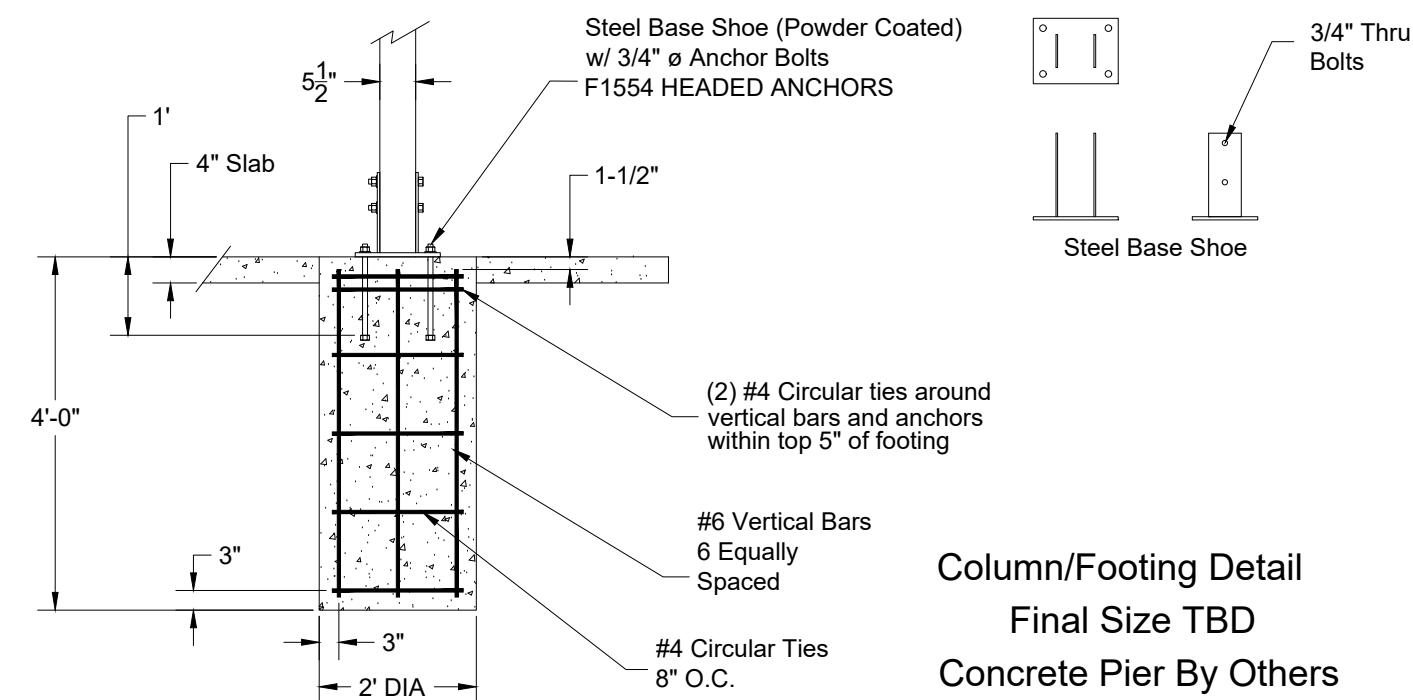
Respectfully,

Andrea Russo  
Supervisor of Recreation & Parks



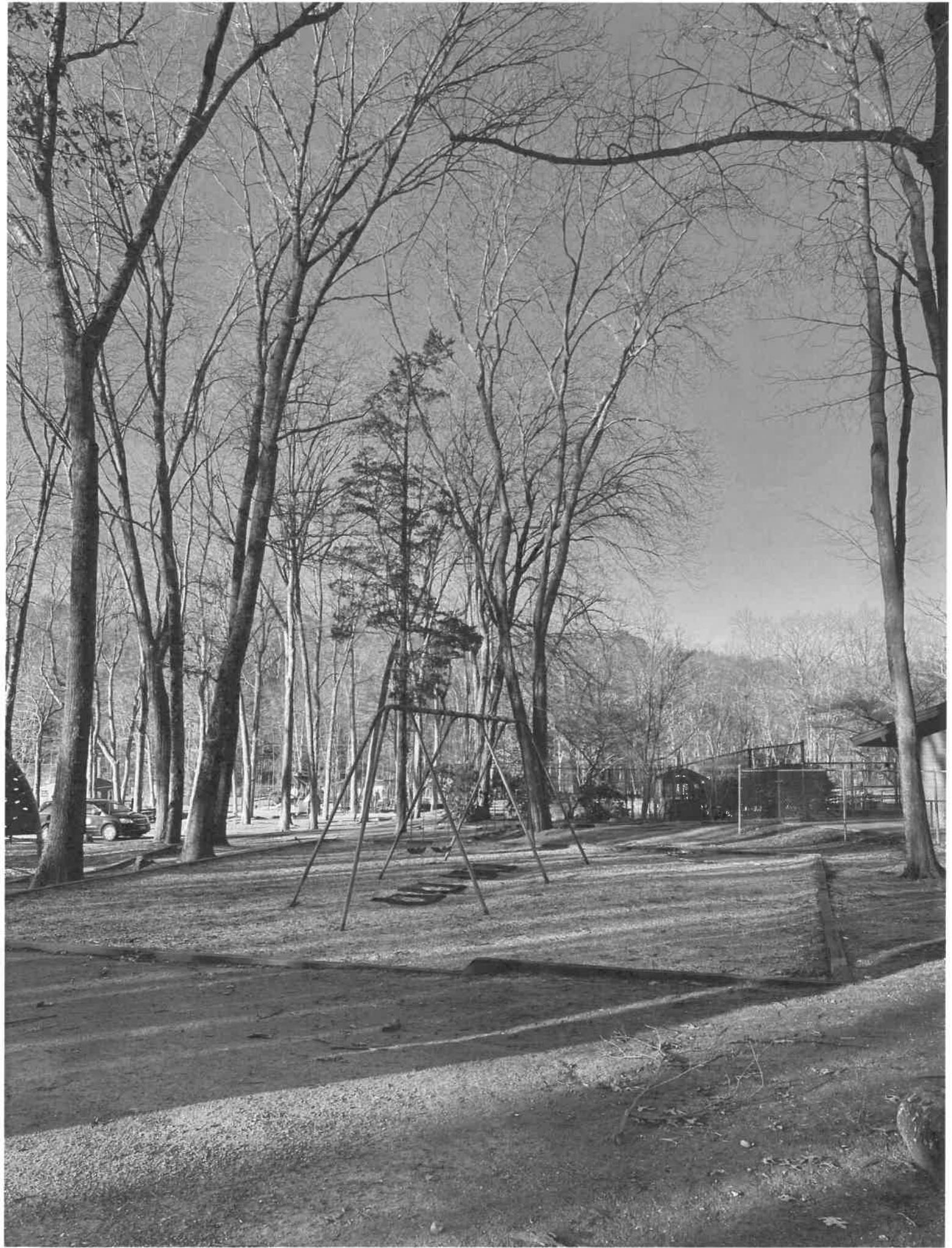


TIMBER WALL CROSS SECTION



Column/Footing Detail  
Final Size TBD  
Concrete Pier By Others

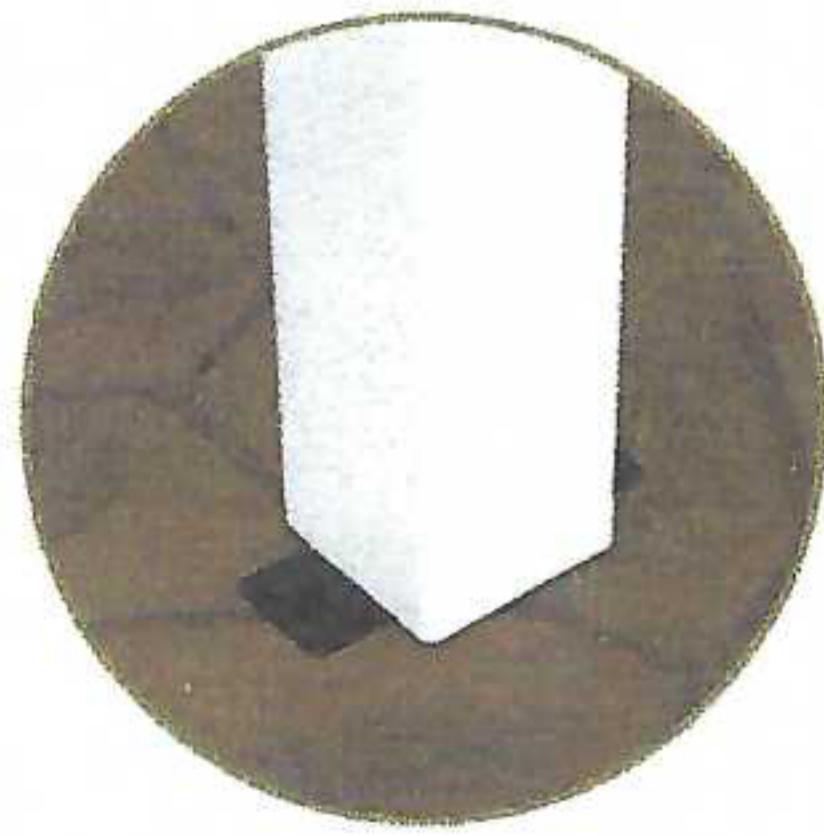




# Traditional Vinyl Pavilion



**20'X32' VINYL TRADITIONAL**  
With 8"x8" Posts, & Asphalt Shingles



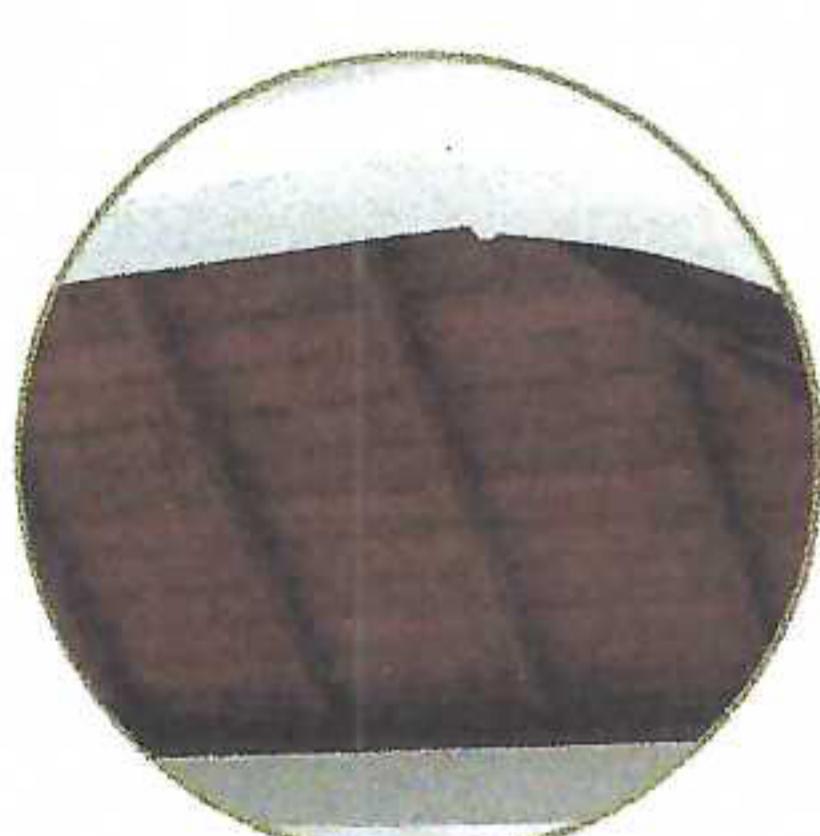
## Anchor Brackets

This pavilion comes with the required anchor brackets and concrete lag bolts to attach to footers.



## Post Trim, Brace & Headers

Vinyl Pavilions come with these decorative parts that combine for an elegant look.



## Stained Ceiling

This vinyl pavilion comes pre-stained in this beautiful mahogany color.



Whether you are hosting a dinner party or simply relaxing in the evening with your family, this low-maintenance pavilion provides a cool atmosphere for any type of fellowship.



## STANDARD FEATURES



Our Vinyl Pavilions are made from #1 grade treated Southern Yellow Pine and covered in high quality vinyl. Our posts are built with a heavy-duty wooden 6x6, inserted into a low-maintenance vinyl sleeve. Each post comes with a powder-coated bracket at the base to attach directly onto your concrete pad or wood deck, and is covered with a decorative skirt for a finished look. The enhanced arched braces add the stability needed to resist high winds. Our decorative post trim covers all the connections for a clean appearance. Engineered headers are built with 4 ply 2x8s to span up to 18' long without sagging. The roof is engineered with double main rafters for structural integrity. We use beautiful 1x6 tongue and groove boards for the ceiling, stained mahogany for a rich appearance. The roof comes with a 6/12 roof pitch and architectural asphalt shingles. Our rectangle pavilions are engineered to withstand 140 mph winds and 45 pounds per square foot snow loads. All this comes standard on your Vinyl Pavilion, and is ready to be assembled on site for your next event.

### A. 12'X20' VINYL

With Cupola and Asphalt Shingles

### B. 14'X14' VINYL

With Almond Vinyl, 10" Round Columns, and Customer Installed Gutters, and Asphalt Shingles

### C. 12'X20' VINYL

With Almond Vinyl and Asphalt Shingles

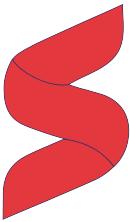
### D. 14'X24' VINYL

With Cupola & Standing Seam Metal Roof

### E. 14'X20' VINYL

With Custom Upgraded Header to Remove Center Post, and 8"x8" Posts





265 Post Ave, Suite 365  
Westbury, NY 11590

# PROPOSAL

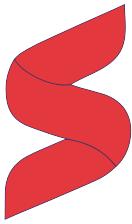
Date	Estimate #
10/4/2024	630 SS

**SITE SPECIALISTS**  
NEW YORK

Name / Address		Ship To		
Phone #			Contract #	Project
516-338-1630				Pound Ridge Park and...
Description		Qty	Cost	Total
Project: Pound Ridge Park and rec w/AS Roof and NO Walls OTT3444 - open Timber Truss Shelter - 25' X 42' with 8' Eaves Add for installations of footings / each PR11-20G Add for shelter installation PR11-20E		1 12 12	52,886.00 1,200.00 10,640.00	52,886.00 14,400.00 127,680.00
6% HGAC Discount		1	-11,697.96	-11,697.96
Section B - Add to modify the shelter to an OTT2542 25' x 42' per drawing JES 7-31-23 *Asphalt Shingle Roof Excludes: Unloading, storage or installation of material, clear coat or stain and gutters & downspouts, and floor drains.		1	10,650.00	10,650.00
Shipping Expense (without Option)		1	2,200.00	2,200.00
Material Price Includes:				
<ul style="list-style-type: none"> <li>• Roof pitch is 4:12, designed for a standard 30 PSF live load &amp; 90 MPH wind speed</li> <li>• Trusses are glulam SYP and are suited for roof loads</li> <li>• Glulam Port Orford Cedar columns with metal base shoes &amp; anchor bolts</li> <li>• Zinc plated fasteners</li> <li>• Roof decking shall consist of 2" x 6" nominal #1 SYP single T &amp; G with a V-joint</li> <li>• 2" x 8" cedar fascia</li> <li>• 8' eave height</li> <li>• 30-year architectural grade shingle package and roofing felt</li> </ul>				
PRICING GOOD FOR 30 DAYS		<b>Total</b>		

Signature \_\_\_\_\_

Date \_\_\_\_\_ Page 1



265 Post Ave, Suite 365  
Westbury, NY 11590

# PROPOSAL

Date	Estimate #
10/4/2024	630 SS

**SITE SPECIALISTS**  
NEW YORK

Name / Address		Ship To		
Phone #			Contract #	Project
516-338-1630				Pound Ridge Park and...
Description	Qty	Cost	Total	
<p>Installation pricing Includes:</p> <p>Remove and dispose of existing swings and borders.</p> <p>Excavate and grade area for concrete pad. Excavated spoils to be spread or stockpiled on site.</p> <p>Unload delivery of shelter at job site and dispose of packing material.</p> <p>Excavate and pour reenforced concrete column footing with base shoe(approx.4' Depth x 2' dia.)</p> <p>Erect 42'X25' CFP Shelter # OTT2542 with asphalt single roof. Anchor bolts, hardware and roofing materials to be provided by CFP.</p> <p>Furnish and install 6" depth stone base for concrete pad.</p> <p>Furnish and install 1,050 of 5" depth concrete pad with haunch.</p> <p>Restore areas disturbed by construction.</p> <p>*** ROCK Removal Not included</p> <p>*** Electric service not included.</p> <p><b>PLEASE NOTE****</b></p> <p><b>Site Conditions</b></p> <p>In the event that soil or rock conditions which are not evident for surface inspection prevent contractors normal installation period and methods, the purchaser will be responsible for any additional labor and equipment required to complete the work listed above.</p>				
PRICING GOOD FOR 30 DAYS	<b>Total</b>		\$196,118.04	

Signature \_\_\_\_\_

Date \_\_\_\_\_ Page 2 \_\_\_\_\_



## Cedar Forest Products - HGAC Contract Information Page

**Contract Number PR11-20, Park & Recreation Equipment**

**HGAC Product Code PR11-20A08**

**– Cedar Forest Products**

**2020 Cedar Forest Shelter Catalog**

**6.00% Offeror Discount Off List**

**Effective November 1, 2020 – October 31, 2025**

**HGAC Website: [www.hgacbuy.org](http://www.hgacbuy.org)**

**To obtain a list of other HGAC members in your state:**

1. Go to [www.hgacbuy.com](http://www.hgacbuy.com) / About Us / List of End Users.

**If you want to sign up to become a member:**

1. Go to [www.hgacbuy.com](http://www.hgacbuy.com).
2. On the home page is a link to the Participants ILC Form.
3. Or go to [www.hgacbuy.com](http://www.hgacbuy.com) / About Us / Using the Program.

**To place an order:**

1. You must submit a purchase order to Cedar Forest Products on your letterhead.
2. Cedar Forest Products completes a Catalog Pricing Worksheet showing the catalog line items purchased, any additional items, and the discounts applied.

**General Information:**

1. Cedar Forest Products covers all HGAC processing fees. There is no cost to the end customer.
2. There is a 6% catalog discount on Cedar Forest Products published items in section A. This discount was competitively bid.

Cedar Forest Products

PO Box 145

West Olive, MI 49460

800-552-9495

[www.cedarforestproducts.com](http://www.cedarforestproducts.com)



3. Unpublished option purchases (i.e. site amenities or additional site work, etc.) can be added to the contract. The total cost of unpublished options cannot exceed 25% of the total of the published options. \*Published options include the engineering and construction costs listed below.
4. Installation can be added onto the contract. Please contact Cedar Forest Products for more information.
5. Standard payment terms:
  - a. Engineering, materials and freight  
25% of contract balance is due 15 days from contract date, the balance is due net 30 of shipment date, no retainage is allowed.
  - b. Installation  
25% due 15 days from date of material receipt for mobilization, balance due net 15 upon completion.
6. Other payment terms including retainages:
  - a. Can be pre-approved by written agreement/ email at time of contract.
  - b. Retainage is only allowed on installation with a 10% max, must be pre-approved by written agreement/ email at time of contract.

**Contracts must be made out to:**

Cedar Forest Products  
P.O. Box 145  
West Olive, MI 49460

We are excited about the opportunity to offer this option to you! Please let us know if you need any assistance or have any questions. Thank you.



## LIMITED WARRANTY

Cedar Forest Products warrants that the materials and structural parts will conform to the specifications and descriptions on drawings approved by the purchaser, for a period of ten years commencing on the date of the invoice for sale of the products. If, within the warranty period, any materials fail to conform to the specifications and descriptions, Cedar Forest Products will, upon being notified in writing promptly after discovery of the defect, repair the defective material or, at its sole option, replace the defective part or parts. Cedar Forest Products will deliver the repaired or replacement part or parts to the site free of charge, but is not responsible for providing labor or the cost of labor for the removal of the defective part or parts, and/or the installation of any replacement part or parts. Replaced parts are warranted for the balance of the original warranty period.

Cedar Forest Products shall not be liable for deterioration of any building components due to failure of finished coatings or weather proofing or building foundations and/or settlement, nor shall Cedar Forest Products be responsible for updating specifications to meet building codes, municipal ordinances, or special insurance requirements.

This warranty is valid only if the structures are erected in conformance with Cedar Forest Products' installation instructions and maintained according to proper maintenance procedures; have been subjected to only normal use for the purpose for which the goods were designed; have not been subjected to addition or substitution of parts; and have not been modified, altered, or repaired by persons other than Cedar Forest Products approved representatives in any respect which, in the judgment of Cedar Forest Products, affects the condition or operation of the structures.

This warranty does not apply to any damage or deterioration caused by abuse, vandalism, theft, fire or any acts of God, or failure to provide reasonable and necessary maintenance.

**ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY EXPRESSLY EXCLUDED. CEDAR FOREST PRODUCTS SHALL IN NO EVENT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES.**

Some states do not allow the exclusion or limitation of consequential or incidental damages, so the above limitation or exclusion may not apply to you.

This warranty gives you specific legal rights, and you may also have other rights, which vary from state to state.

To make a claim under this warranty, please email Cedar Forest Products  
[info@cedarforestproducts.com](mailto:info@cedarforestproducts.com).

Cedar Forest Products  
800.552.9495  
[www.cedarforestproducts.com](http://www.cedarforestproducts.com)



Tod Moloney <tod@bestinbackyards.com>

## 25' x 46' Traditional Vinyl Pavilion & 30' x 51' Patio

2 messages

Tod Moloney <tod@bestinbackyards.com>  
To: arusso@townofpoundridge.com

Fri, Oct 11, 2024 at 12:43 PM

Hi Andrea,  
This is the bigger pavilion and patio.

Regards Tod

**Tod Moloney**

Sales Manager

203-917-4381 | [tod@bestinbackyards.com](mailto:tod@bestinbackyards.com)

66 Sugar Hollow Rd, Danbury, CT 06810

[BestInBackyards.com](http://BestInBackyards.com) | [EasternJungleGym.com](http://EasternJungleGym.com)

I am off on Thursdays

Let's Build Your Perfect Outdoors  
★★★★★

*Best in  
Backyards*

Scan\_20241011 (4).pdf  
2355K

Andrea Russo <arusso@townofpoundridge.com>  
To: Tod Moloney <tod@bestinbackyards.com>  
Cc: Melissa Farella <mfarella@townofpoundridge.com>, David Hintz <dhintz@townofpoundridge.com>, Jonah Maddock <jmaddock@townofpoundridge.com>

Tue, Oct 15, 2024 at 9:41 AM

Hi Tod,

Thank you again for all the quotes. Couple of follow up questions:

1. Can you please tell us what other municipality has one of these shelters?
2. Can you let us know what it is made out of? What kind of roof is it? Material
3. Will you be able to pour a pad the size of the shelter? How much does that cost? Just curious because 599.99 does not sound like enough to install?

All the best,

Andrea Russo

Recreation Supervisor

Town of Pound Ridge

179 Westchester Avenue

Pound Ridge, NY 10576

Office: 914-764-3987

Cell: 914.916.0613

Instagram: <https://www.instagram.com/poundridgerecreation/>

Website: <https://www.townofpoundridge.com/recreation>

**From:** Tod Moloney <tod@bestinbackyards.com>  
**Sent:** Friday, October 11, 2024 12:43 PM  
**To:** Andrea Russo <arusso@townofpoundridge.com>  
**Subject:** 25' x 46' Traditional Vinyl Pavilion & 30' x 51' Patio

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

[Quoted text hidden]

# Best in Backyards

## Best in Backyards

Eastern Jungle Gym  
30 Commerce Drive  
Carmel, NY 10512

Order #	Date
S52859 Pound Ridge, NY	10/11/2024

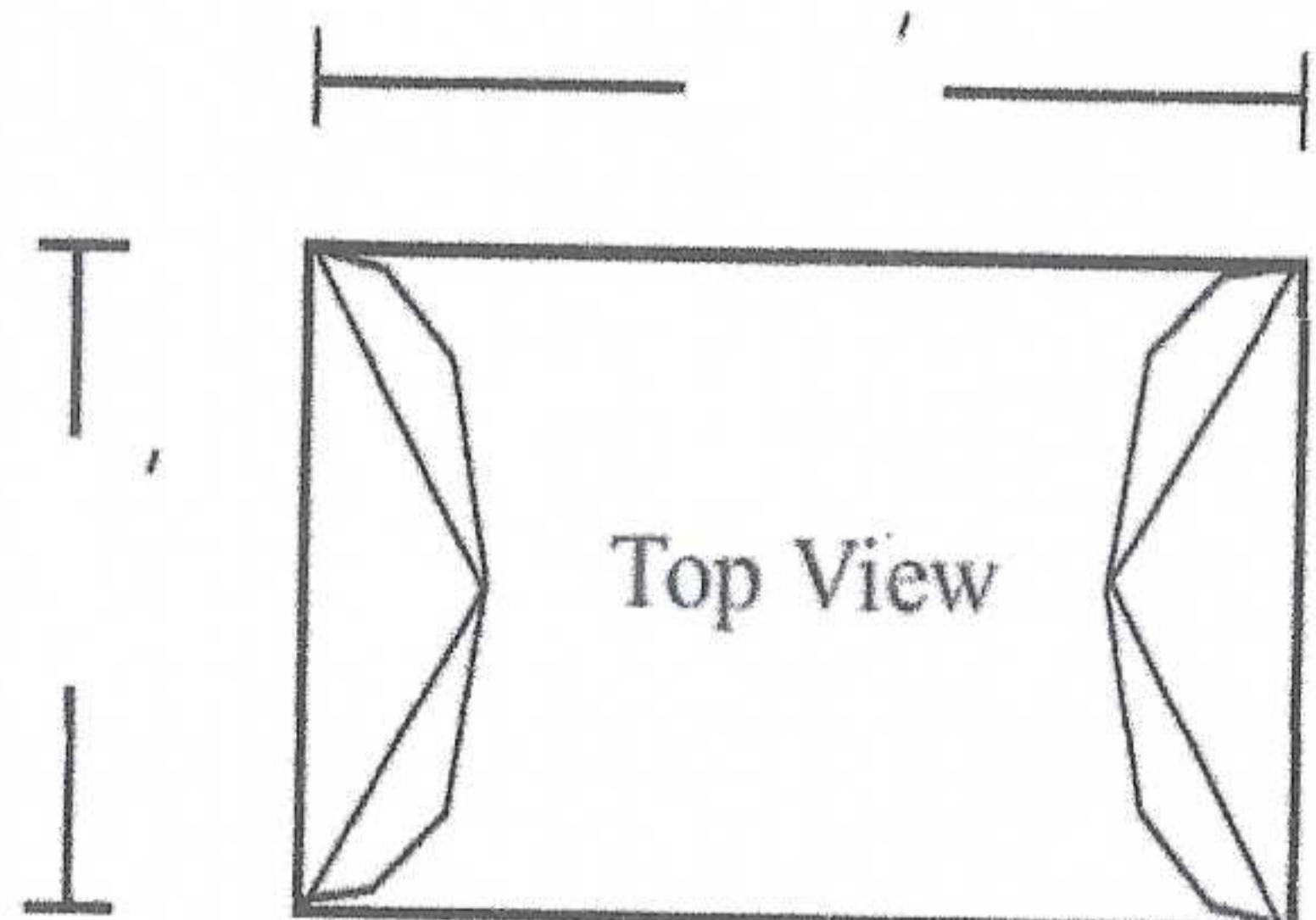
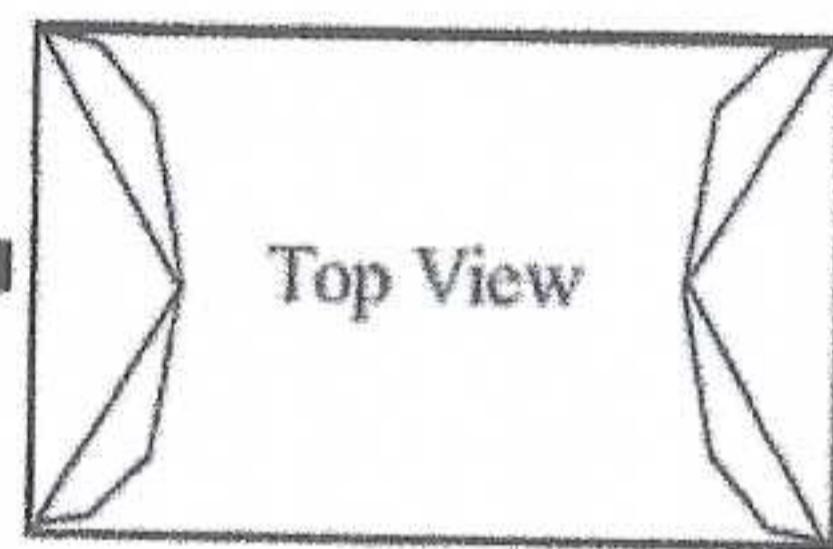
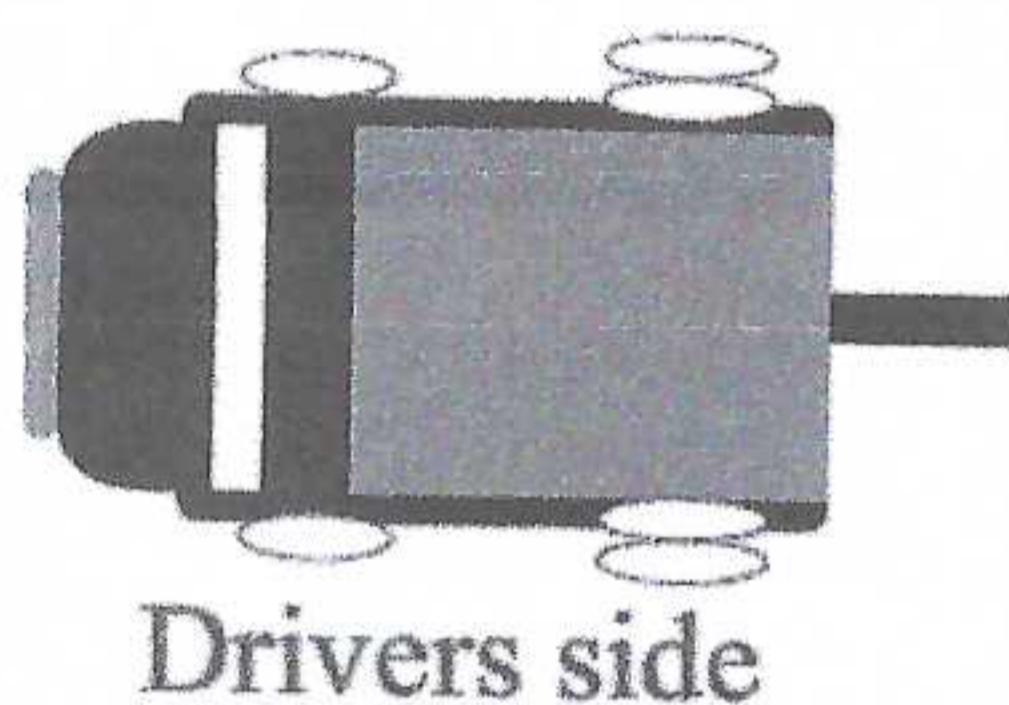
This contract is between Best in Backyards (seller) and customer (buyer). Shed site must be prepared and free of stumps, rock, mud or any other debris that may make it difficult to complete proper installation. Slope of property should be minimal and we recommend not to exceed 12" from the highest to lowest point. Buyer will assume all responsibility for stability of shed if site is not prepared properly. Buyer agrees to the following conditions regarding shed access for a built-on site or prebuilt shed, as indicated on the sales order.

Built on site sheds must have truck access to shed location within 75 feet. Access must be clear of all obstructions, trees, shrubs, overhead wires, rock walls, etc... Any distances further than 75 feet will incur an additional charge that will be added at the time of delivery. Prebuilt sheds must have truck access right up to the shed location. Access must be clear of all obstructions, tree, shrubs, overhead wires, rock walls, etc...

Buyer shall grant free access to work area, vehicles, material and debris. Buyer shall be responsible for securing site in a manner adequate to prevent persons other than workers from gaining access to work site. Seller shall not be liable for any damage to property by movement of trucks, workers, equipment, materials or debris. This includes lawns, trees, septic, sprinkles, fields, or underground pipes and similar. Buyer represents that they have sufficient funds or has arranged financing to comply with this contract. Buyer agrees to sign and record location approval and received completed when project is completed. If buyer fails to record notice of completion seller shall, as buyer's agent, sign and record notice of completion on buyer's behalf.

Buyer acknowledges approval of this order and agrees to the terms and conditions associated with it. No refunds, cancellations or order changes can be made three (3) business days after the order is placed (excludes weekends). Refunds, cancellations and order changes requested after three (3) business days are at the discretion of the seller and subject to labor charges plus a 25% re-stocking fee. All products are the property of seller until paid in full and monies are cleared.

Order Approval Signature: \_\_\_\_\_



I agree that after location approval is signed, any product alterations or relocation will be subject to additional fees at current move prices and labor rates. I agree that no refunds or returns are allowed after products are delivered.

Location Approved: \_\_\_\_\_

I agree that I have received my shed leveled in place. I agree that it is my responsibility if property settles and shed needs re-leveling.

Received Completed: \_\_\_\_\_

<b>Subtotal:</b>	<b>\$ 114,163.00</b>
<b>Sales Tax:</b>	<b>\$ 0.00</b>
<b>Total:</b>	<b>\$ 114,163.00</b>
<b>Paid:</b>	<b>\$ 0.00</b>
<b>Balance Due:</b>	<b>\$ 114,163.00</b>

# Best in Backyards

## Best in Backyards

Eastern Jungle Gym  
30 Commerce Drive  
Carmel, NY 10512

Order #	Date
S52859 Pound Ridge, NY	10/11/2024

### Bill To:

Town of Pound Ridge  
199 Westchester Ave.  
Pound Ridge, NY 10576  
Phone: 914-916-613  
Email: arusso@townofpoundridge.com

Customer: Town of Pound Ridge

### Ship To:

Town of Pound Ridge  
199 Westchester Ave.  
Pound Ridge, NY 10576

Contact: Town of Pound Ridge

**Notes:** The pavilion would have to be ordered. Approx. 8-9 weeks from time of order.

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
Tod	Pre Pay	Origin	Pending		12/31/2024

Type	Number	Description	Unit Price	Qty Ordered	Total Price
Sale	Misc Pavilion Option	Misc Pavilion Option 25' x 46' Traditional Vinyl Pavilion	\$56,714.00	1 ea	\$ 56,714.00
Sale	Misc Pavilion Option	Misc Pavilion Option 10 Concrete Footings	\$3,300.00	1 ea	\$ 3,300.00
Sale	Install Pavilion	Pavilion Installation	\$599.00	1 ea	\$ 599.00
Sale	Misc Pavilion Option	Misc Pavilion Option Construct 30' x 51' patio using in-house pavers	\$53,550.00	1 ea	\$ 53,550.00

# Town of Pound Ridge

Tel.: 914-764-5511  
Fax: 914-764-0102



To: Town Board

From: Andrea Russo

Date: December 12, 2024

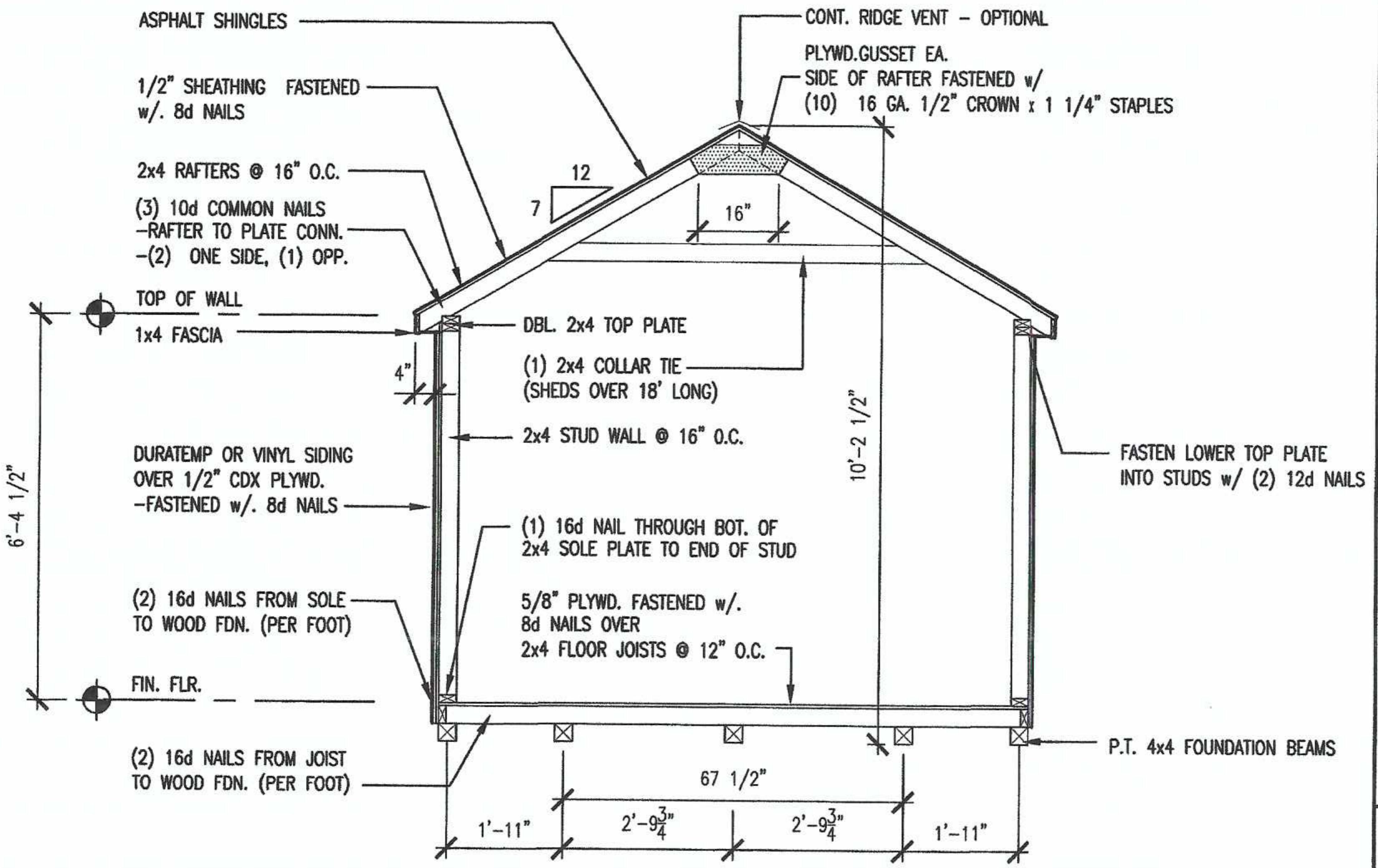
Re: Request Purchase Order for Camp Office/Camp Storage Unit

Respectfully, I request the approval for a purchase order to move forward with an 8 x 8, camp storage unit, cost \$4,149.00.

I would also like to request the approval for a purchase order for a new camp office. The structure is a 10 x 20 A frame structure. The new structure will replace the current structure in the park. The cost of the new structure is \$9,925.00. The purchase of both items have been placed in the 2025 budget.

Respectfully,

Andrea Russo  
Supervisor of Recreation & Parks

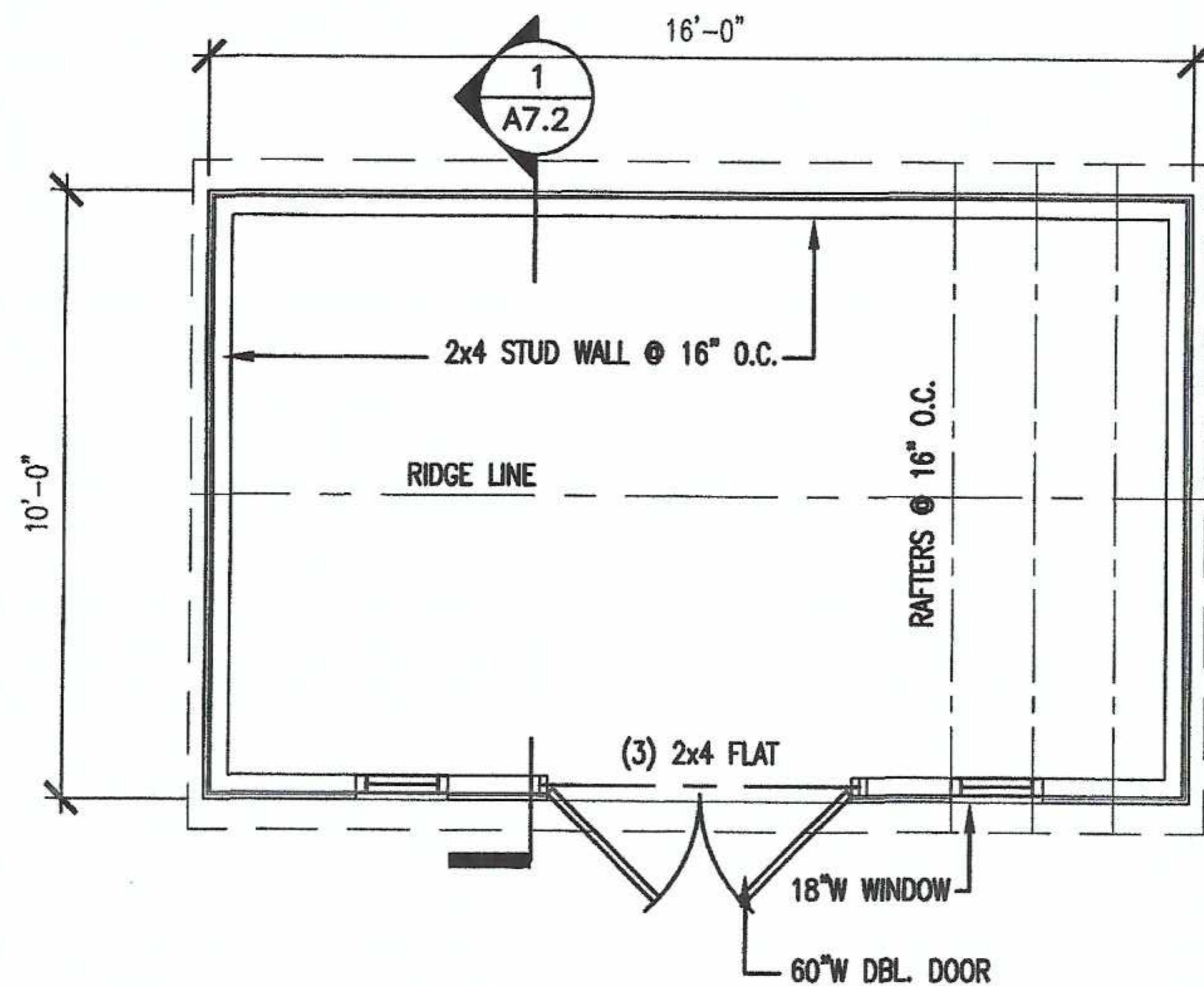


1  
A7.2

SECTION

SCALE: 3/8" = 1'-0"

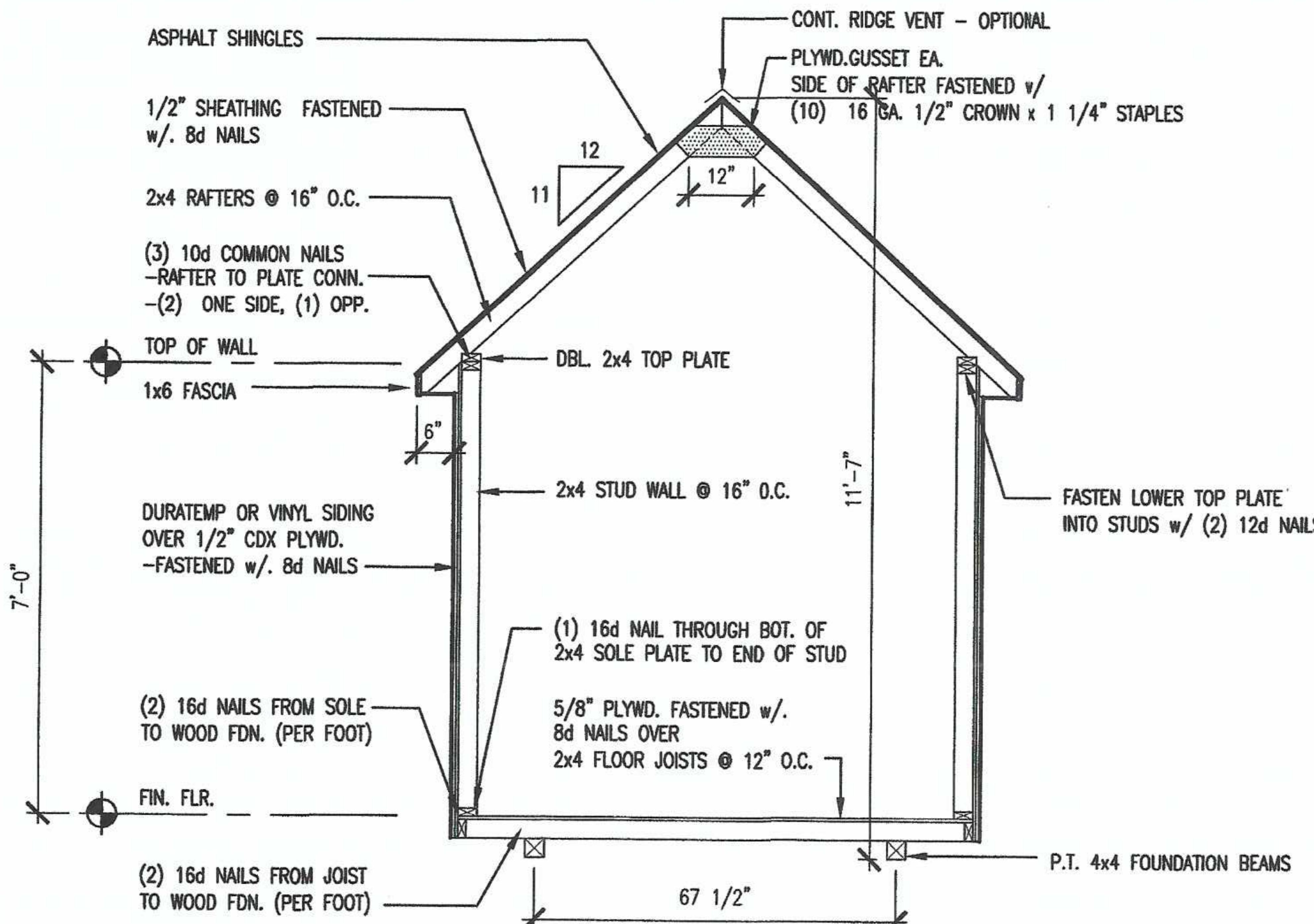
THE BACKYARD COLLECTION	PROJ. # 20003
DWN. BY: RJE	
JAN. 20, 2020	
SECTION	
A7.2	
B&B STRUCTURES	
568 Gibbons Road	
Bird-In-Hand, Pa. 17505	
Ph. # (717) 656-0783	



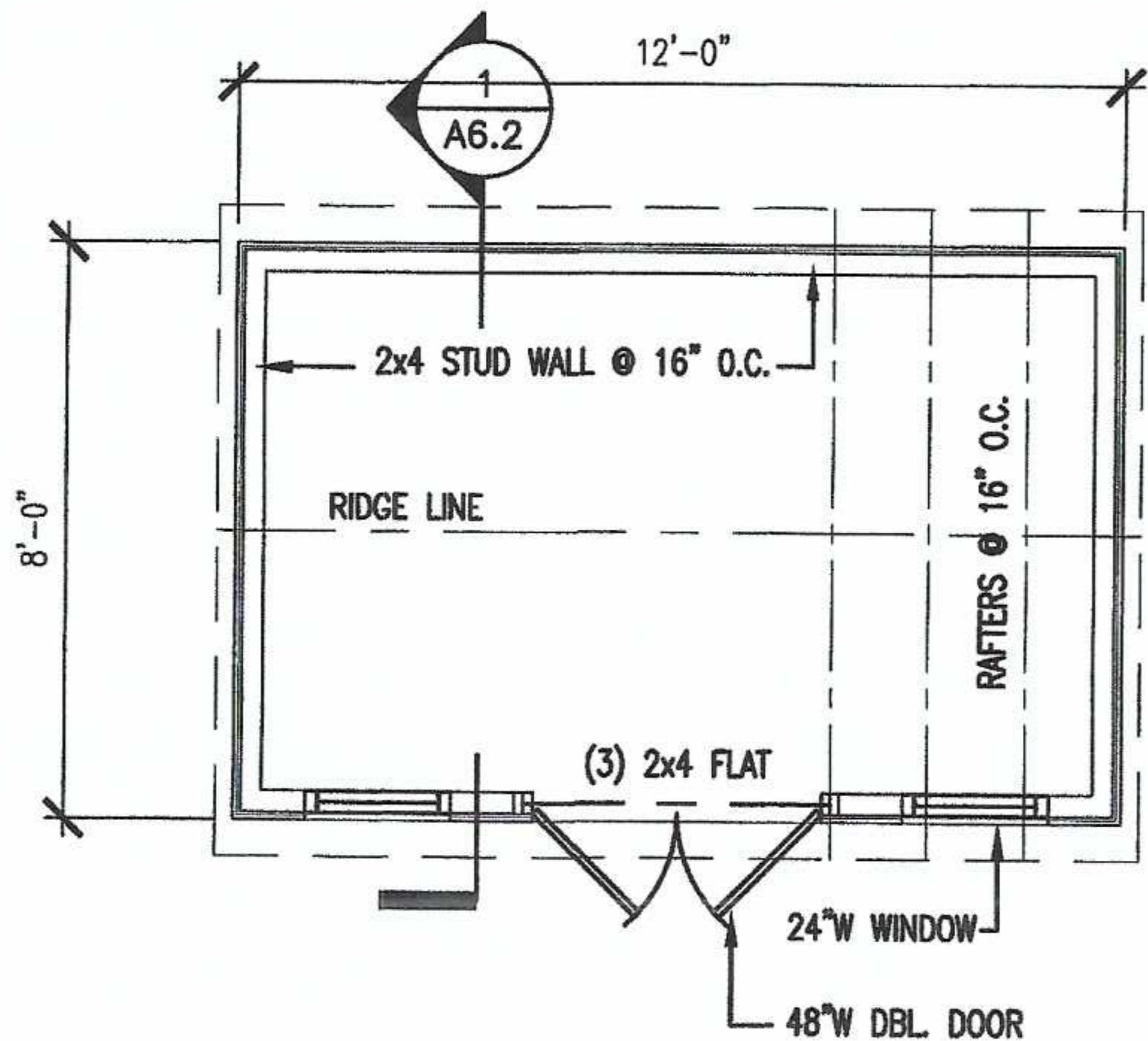
PLAN

SCALE: 1/4" = 1'-0"

B&B STRUCTURES 568 Gibbons Road Bird-In-Hand, Pa. 17505 Ph. # (717) 656-0783	THE BACKYARD COLLECTION	PROJ. # 20003 DWN. BY: RJE
		JAN. 20, 2020 PLAN
		A7.1



B&B STRUCTURES	PROJ. # 20002
568 Gibbons Road	DWN. BY: RJE
Bird-In-Hand, Pa. 17505	JAN. 9, 2020
Ph. # (717) 656-0783	SECTION
<b>Garden Series A-Frame</b>	<b>A6.2</b>



1  
A6.1

PLAN

SCALE: 1/4" = 1'-0"

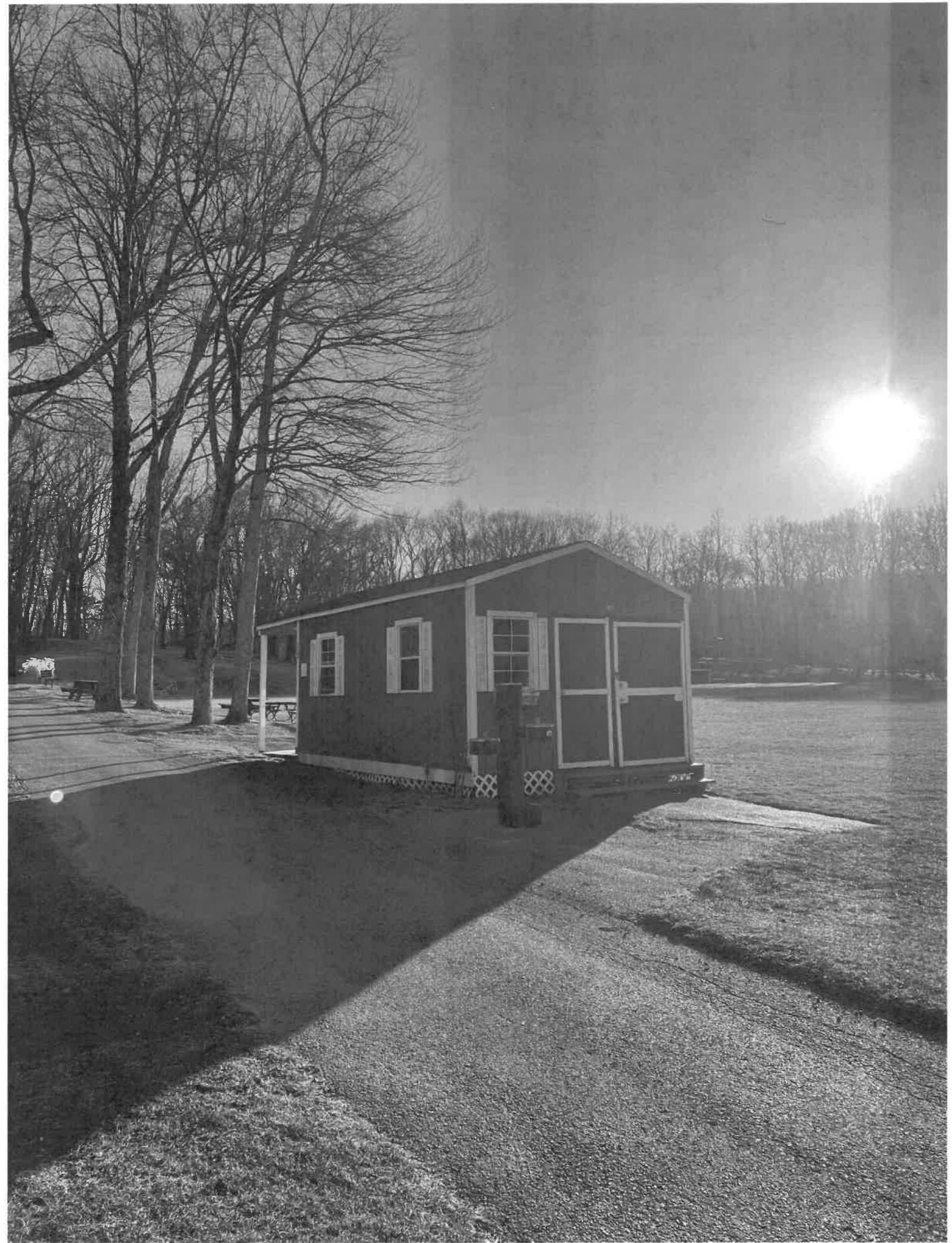
B&B STRUCTURES	PROJ. # 20002
568 Gibbons Road	DWN. BY: RJE
Bird-In-Hand, Pa. 17505	JAN. 9, 2020
Ph. # (717) 656-0783	PLAN
<b>Garden Series A-Frame</b>	<b>A6.1</b>

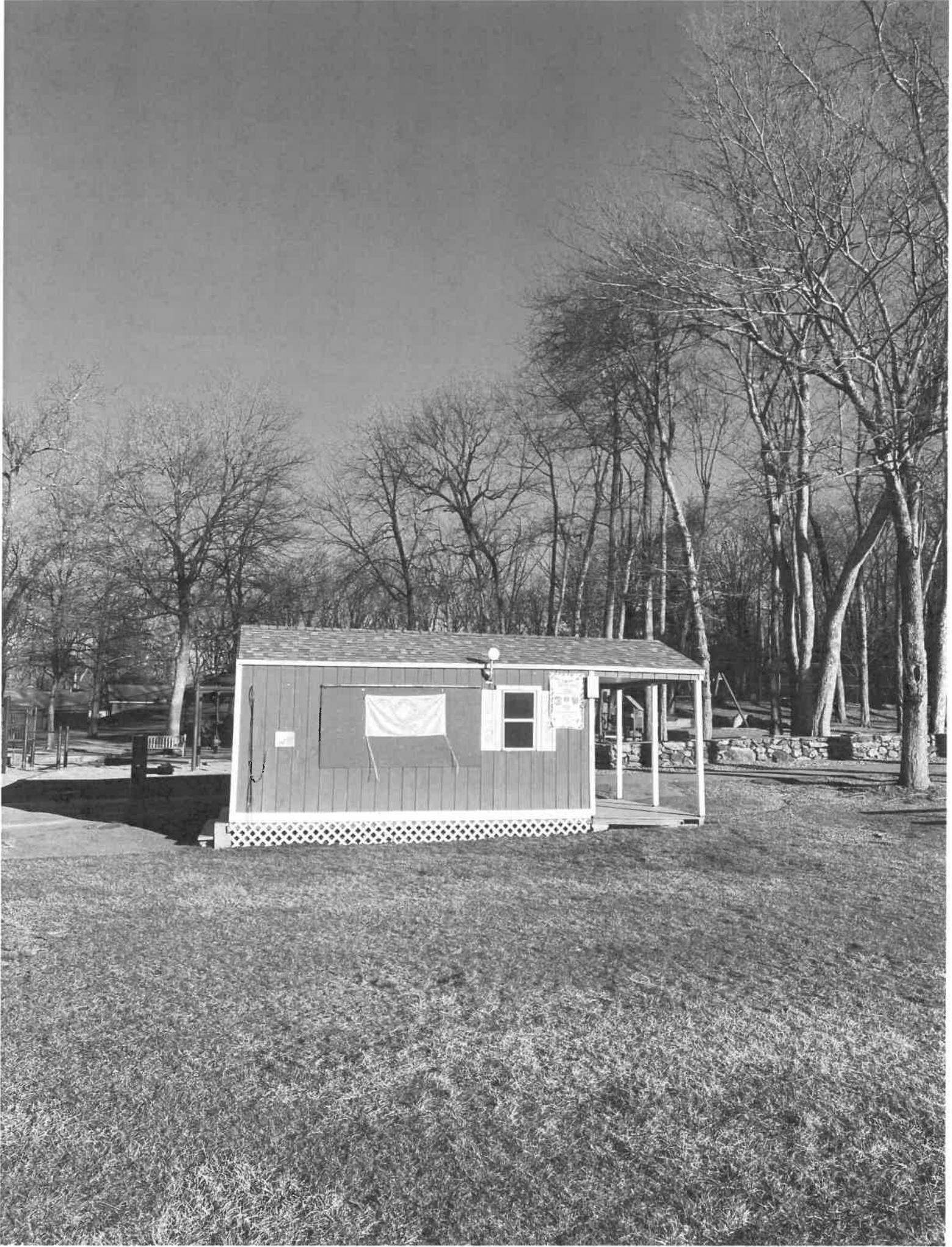


Image © 2024 Airbus

Imagery Date: 5/25/2023 41°12'06.11"N 73°34'08.18"W elev: 486 ft eye.alt: 1063 ft C

Google Earth





# Best in Backyards

## Best in Backyards

Eastern Jungle Gym  
30 Commerce Drive  
Carmel, NY 10512

Order #	Date
S53586 Pound Ridge, NY	12/04/2024

<b>Bill To:</b>  Town of Pound Ridge 199 Westchester Ave. Pound Ridge, NY 10576 Phone: 914-916-613 Email: arusso@townofpoundridge.com	<b>Ship To:</b>  Town of Pound Ridge 199 Westchester Ave. Pound Ridge, NY 10576
Customer: Town of Pound Ridge	Contact: Town of Pound Ridge

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
Tod	Pre Pay	Origin	Pending		12/31/2025

Type	Number	Description	Unit Price	Qty Ordered	Total Price
Sale	Install Shed	Shed Installation	\$299.00	1 ea	\$ 299.00
Sale	BAP88	Prebuilt Shed Backyard 8x8 A-Frame	\$3,850.00	1 ea	\$ 3,850.00

### Parts Used

Number	Description	Qty Ordered
SS8	Shed Shelf 16"W x 8'L	1 ea
BTSKit	Backyard Storage Shed w/ T-111 Shed	1 ea
SST	Shed Siding Smart Panel	1 ea
Avocado Shed Siding Color	Avocado Shed Siding Color	1 ea
Nav White Shed Trim Color	Nav White Shed Trim Color	1 ea
Char Gray Shed Shingles Color	Char Gray Shed Shingles Color	1 ea
Black Shed Window Grid Color	Black Shed Window Grid Color	1 ea
Avocado Shed Door Color	Avocado Shed Door Color	1 ea
No Shed Door Trim	No Shed Door Trim	1 ea
No Shed Door Trim Color	No Shed Door Trim Color	1 ea
No Shed Shutters	No Shed Shutters	1 ea
No Shed Shutters	Trim window in wood molding / Color Navajo white	
	No Shed Shutters	1 ea

# Best in Backyards

## Best in Backyards

Eastern Jungle Gym  
30 Commerce Drive  
Carmel, NY 10512

Order #	Date
S53586 Pound Ridge, NY	12/04/2024

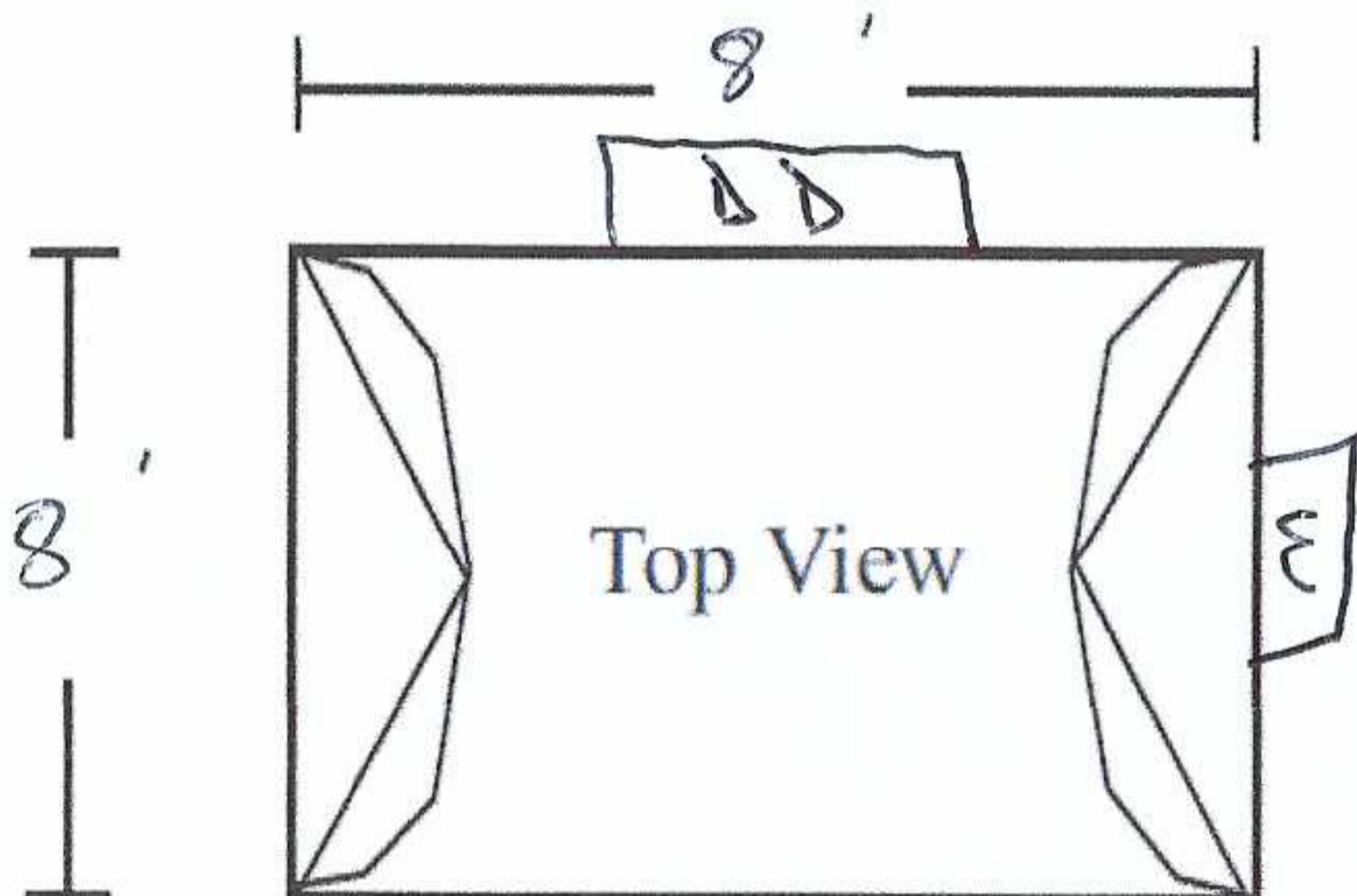
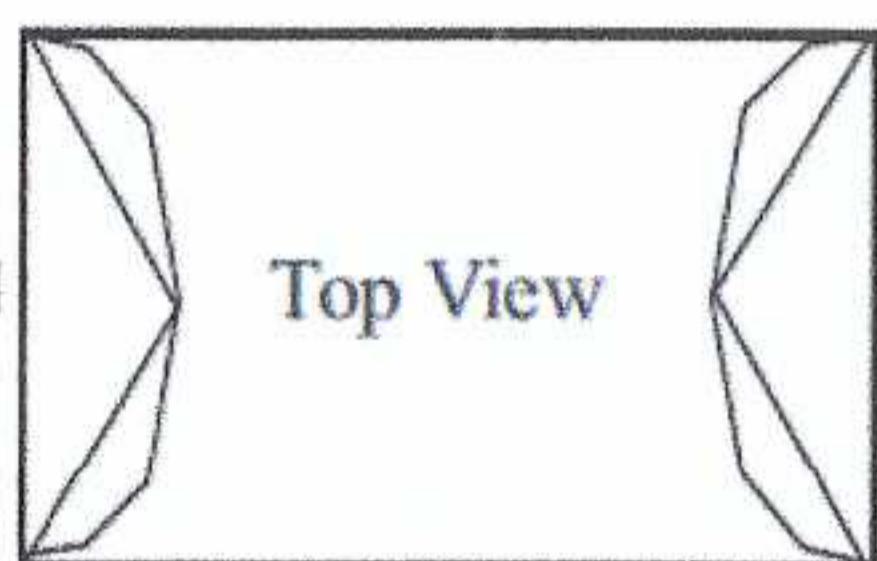
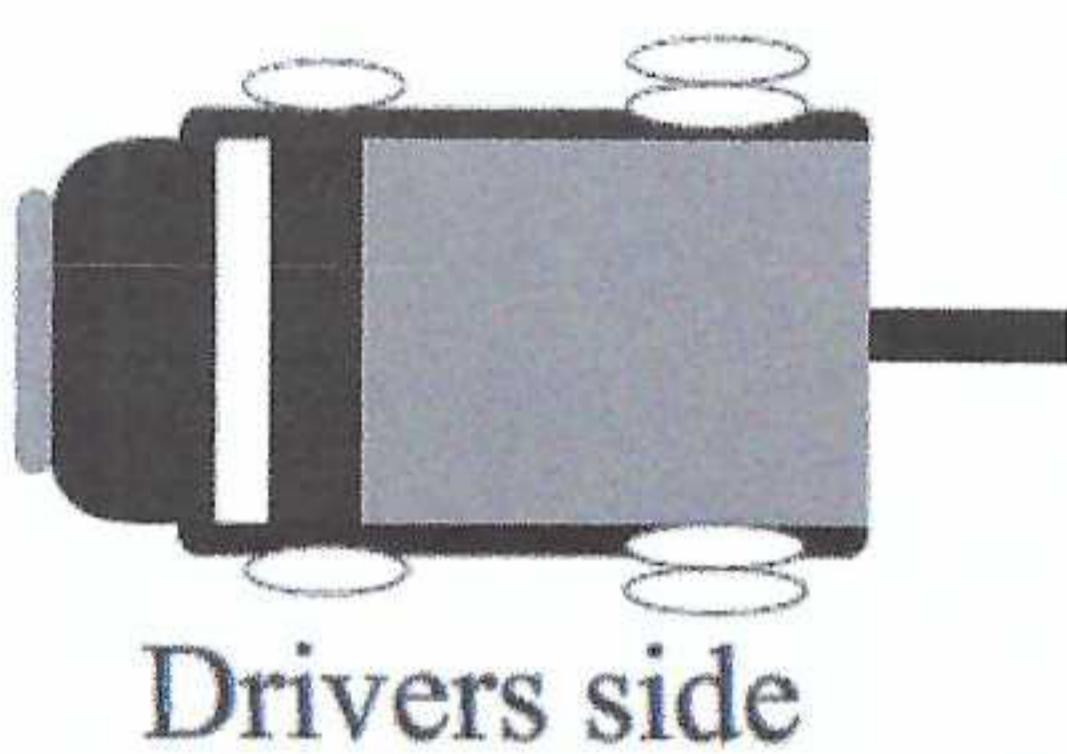
This contract is between Best in Backyards (seller) and customer (buyer). Shed site must be prepared and free of stumps, rock, mud or any other debris that may make it difficult to complete proper installation. Slope of property should be minimal and we recommend not to exceed 12" from the highest to lowest point. Buyer will assume all responsibility for stability of shed if site is not prepared properly. Buyer agrees to the following conditions regarding shed access for a built-on site or prebuilt shed, as indicated on the sales order.

Built on site sheds must have truck access to shed location within 75 feet. Access must be clear of all obstructions, trees, shrubs, overhead wires, rock walls, etc... Any distances further than 75 feet will incur an additional charge that will be added at the time of delivery. Prebuilt sheds must have truck access right up to the shed location. Access must be clear of all obstructions, tree, shrubs, overhead wires, rock walls, etc...

Buyer shall grant free access to work area, vehicles, material and debris. Buyer shall be responsible for securing site in a manner adequate to prevent persons other than workers from gaining access to work site. Seller shall not be liable for any damage to property by movement of trucks, workers, equipment, materials or debris. This includes lawns, trees, septic, sprinkles, fields, or underground pipes and similar. Buyer represents that they have sufficient funds or has arranged financing to comply with this contract. Buyer agrees to sign and record location approval and received completed when project is completed. If buyer fails to record notice of completion seller shall, as buyer's agent, sign and record notice of completion on buyer's behalf.

Buyer acknowledges approval of this order and agrees to the terms and conditions associated with it. No refunds, cancellations or order changes can be made three (3) business days after the order is placed (excludes weekends). Refunds, cancellations and order changes requested after three (3) business days are at the discretion of the seller and subject to labor charges plus a 25% re-stocking fee. All products are the property of seller until paid in full and monies are cleared.

Order Approval Signature: \_\_\_\_\_



I agree that after location approval is signed, any product alterations or relocation will be subject to additional fees at current move prices and labor rates. I agree that no refunds or returns are allowed after products are delivered.

Location Approved: \_\_\_\_\_

I agree that I have received my shed leveled in place. I agree that it is my responsibility if property settles and shed needs re-leveling.

Received Completed: \_\_\_\_\_

<b>Subtotal:</b>	<b>\$ 4,149.00</b>
<b>Sales Tax:</b>	<b>\$ 0.00</b>
<b>Total:</b>	<b>\$ 4,149.00</b>
<b>Paid:</b>	<b>\$ 0.00</b>
<b>Balance Due:</b>	<b>\$ 4,149.00</b>

# Best in Backyards

## Best in Backyards

Eastern Jungle Gym  
30 Commerce Drive  
Carmel, NY 10512

Order #	Date
S52832 Pound Ridge, NY	12/04/2024

<b>Bill To:</b>  Town of Pound Ridge 199 Westchester Ave. Pound Ridge, NY 10576 Phone: 914-916-613 Email: arusso@townofpoundridge.com	<b>Ship To:</b>  Town of Pound Ridge 199 Westchester Ave. Pound Ridge, NY 10576
Customer: Town of Pound Ridge	Contact: Town of Pound Ridge

**Notes:** Trim windows in wood molding Color Navajo White / Single door has transom in the SD. / This shed will have two sections 10' x 12' & 10' x 8' / A partition will separate the two areas. / A 16" x 12' shelf will be on one wall. Upgrade to the Elite DD and Elite SD

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
Tod	Pre Pay	Origin	Pending		12/31/2024

Type	Number	Description	Unit Price	Qty Ordered	Total Price
Sale	BAP1020	Prebuilt Shed Backyard 10x20 A-Frame	\$7,981.00	1 ea	\$ 7,981.00
Sale	Misc Shed Item	Misc Shed Item Upgrade to 5' Elite DD	\$150.00	1 ea	\$ 150.00
Sale	SDE3	3 Ft Single Elite/Garden Wood Shed Door Elite SD	\$349.00	1 ea	\$ 349.00
Sale	STW1	Shed Transom Window in Single Door T-111	\$119.00	1 ea	\$ 119.00
Sale	SPAR	Shed Partitions Wall Height (per linear foot) 6' x 10'	\$490.00	1 ft	\$ 490.00
Sale	SS12	Shed Shelf 16"W x 12'L	\$139.00	1 ea	\$ 139.00
Sale	SWW1827	Shed Window 18x27 Single Hung T-111 Trim windows in wood molding Color Navajo white	\$99.00	1 ea	\$ 99.00
Sale	Install Shed	Shed Installation	\$299.00	1 ea	\$ 299.00
Sale	Install Shed	Shed Installation	\$299.00	1 ea	\$ 299.00

## Parts Used

Number	Description	Qty Ordered
STW3	Shed Transom Window in Double Door T-111	1 ea
SDA02	Add Arched Door Trim on Wood Shed Doors	1 ea
BTSSkit	Backyard Storage Shed w/ T-111 Shed	1 ea
SST	Shed Siding Smart Panel	1 ea
Avocado Shed Siding Color	Avocado Shed Siding Color	1 ea
Nav White Shed Trim Color	Nav White Shed Trim Color	1 ea
Char Gray Shed Shingles Color	Char Gray Shed Shingles Color	1 ea
Black Shed Window Grid Color	Black Shed Window Grid Color	1 ea
Avocado Shed Door Color	Avocado Shed Door Color	1 ea
No Shed Door Trim	No Shed Door Trim	1 ea

# Best in Backyards

## Best in Backyards

Eastern Jungle Gym  
30 Commerce Drive  
Carmel, NY 10512

Order #	Date
S52832 Pound Ridge, NY	12/04/2024

Number	Description	Qty Ordered
No Shed Door Trim Color	No Shed Door Trim Color	1 ea
No Shed Shutters	No Shed Shutters	1 ea
No Shed Shutters	No Shed Shutters	1 ea

# Best in Backyards

## Best in Backyards

Eastern Jungle Gym  
30 Commerce Drive  
Carmel, NY 10512

Order #	Date
S52832 Pound Ridge, NY	12/04/2024

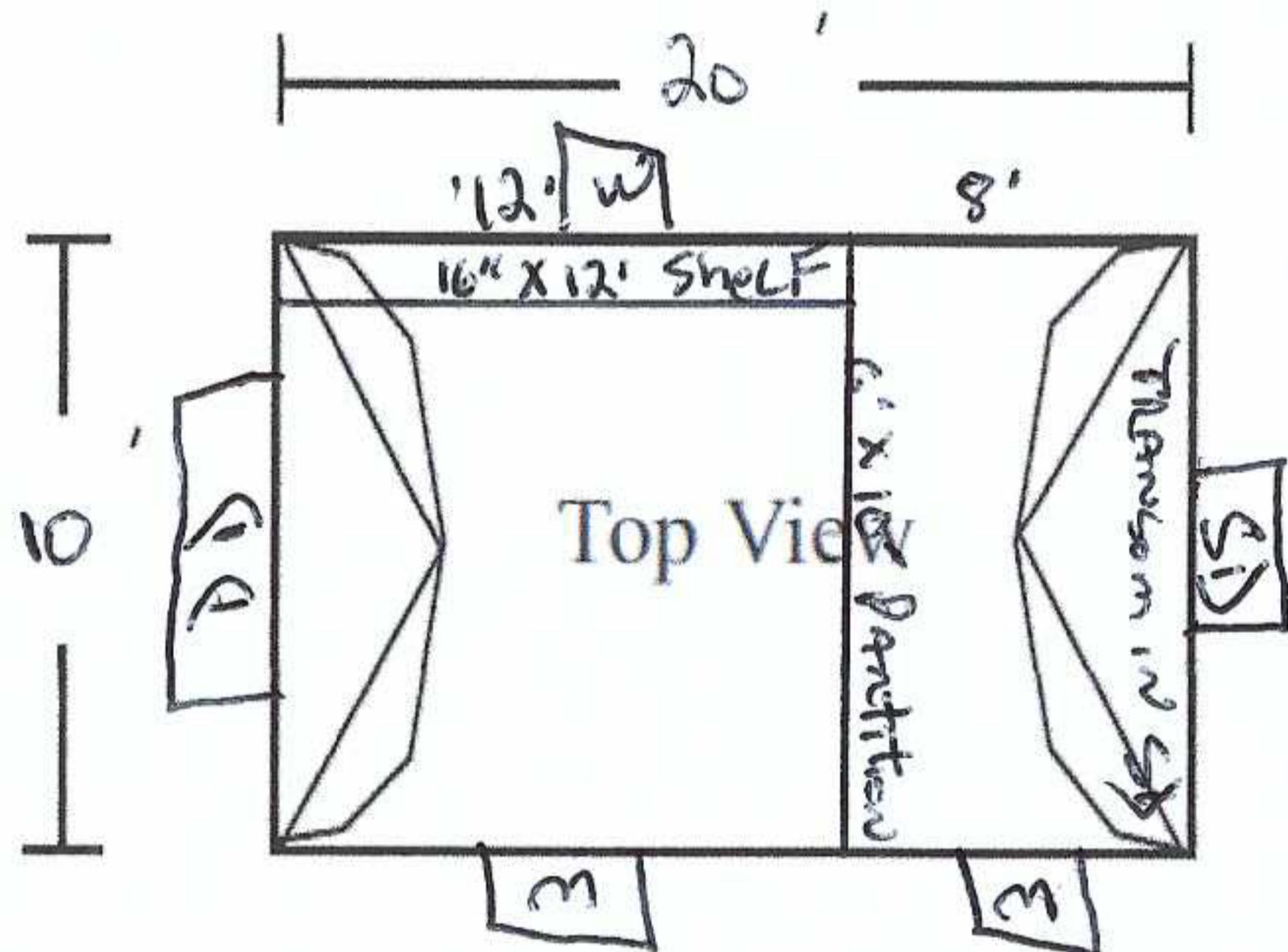
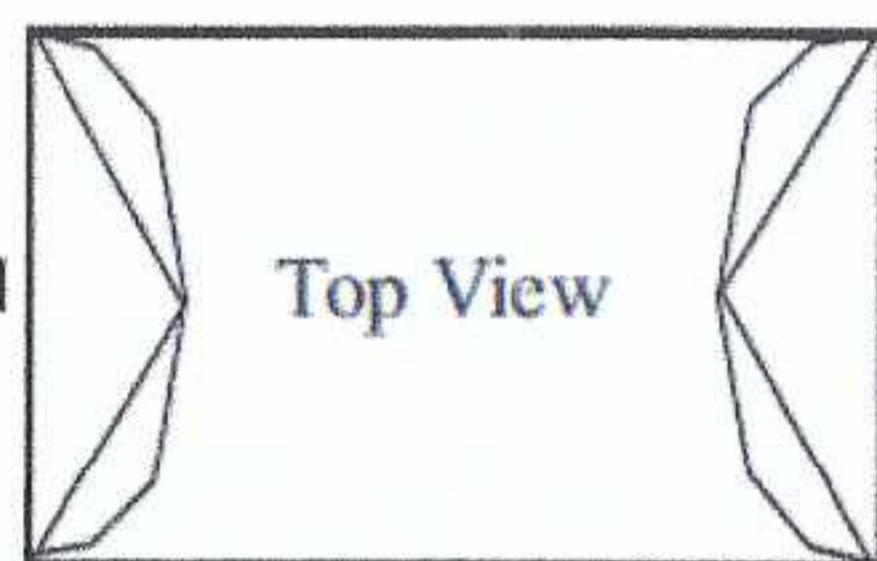
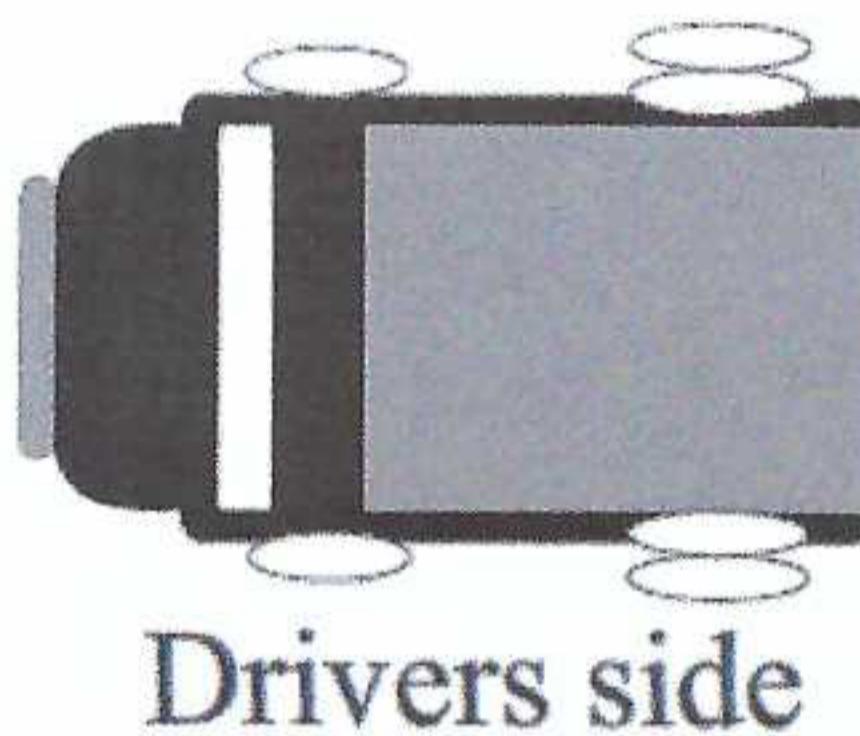
This contract is between Best in Backyards (seller) and customer (buyer). Shed site must be prepared and free of stumps, rock, mud or any other debris that may make it difficult to complete proper installation. Slope of property should be minimal and we recommend not to exceed 12" from the highest to lowest point. Buyer will assume all responsibility for stability of shed if site is not prepared properly. Buyer agrees to the following conditions regarding shed access for a built-on site or prebuilt shed, as indicated on the sales order.

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Buyer shall grant free access to work area, vehicles, material and debris. Buyer shall be responsible for securing site in a manner adequate to prevent persons other than workers from gaining access to work site. Seller shall not be liable for any damage to property by movement of trucks, workers, equipment, materials or debris. This includes lawns, trees, septic, sprinkles, fields, or underground pipes and similar. Buyer represents that they have sufficient funds or has arranged financing to comply with this contract. Buyer agrees to sign and record location approval and received completed when project is completed. If buyer fails to record notice of completion seller shall, as buyer's agent, sign and record notice of completion on buyer's behalf.

Buyer acknowledges approval of this order and agrees to the terms and conditions associated with it. No refunds, cancellations or order changes can be made three (3) business days after the order is placed (excludes weekends). Refunds, cancellations and order changes requested after three (3) business days are at the discretion of the seller and subject to labor charges plus a 25% re-stocking fee. All products are the property of seller until paid in full and monies are cleared.

Order Approval Signature: \_\_\_\_\_



I agree that after location approval is signed, any product alterations or relocation will be subject to additional fees at current move prices and labor rates. I agree that no refunds or returns are allowed after products are delivered.

Location Approved: \_\_\_\_\_

I agree that I have received my shed leveled in place. I agree that it is my responsibility if property settles and shed needs re-leveling.

Received Completed: \_\_\_\_\_

<b>Subtotal:</b>	<b>\$ 9,925.00</b>
<b>Sales Tax:</b>	<b>\$ 0.00</b>
<b>Total:</b>	<b>\$ 9,925.00</b>
<b>Paid:</b>	<b>\$ 0.00</b>
<b>Balance Due:</b>	<b>\$ 9,925.00</b>

George Latimer  
Westchester County Executive



James Maisano  
Director, Consumer Protection

## Department of Consumer Protection Home Improvement License

EASTERN JUNGLE GYM, INC.  
BEST IN BACKYARDS  
30 COMMERCE DRIVE  
CARMEL, NY-10512

This license is issued in accordance with Article XVI of the Westchester County Consumer Protection Code and is valid only upon presence of the official department seal. Proof of citizenship or immigration status is not required for issuance of this license.  
NOT FOR FEDERAL PURPOSES

License Number

WC-27837-H15

Date of Expiration

07/08/2025





**Town Clerk's Office**

**MEMORANDUM**

**To:** Town Board  
**From:** Erin Trostle  
**Cc:** Jonah Maddock  
**Date:** December 12, 2024  
**Re:** Electrical services bid award

---

A bid opening for general electrical services for January 1, 2025 through December 31, 2026 was held at the Town House on Tuesday, October 22. We received only one bid, from KET Electrical in Queens. 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.

These services were subsequently re-bid. KET Electrical was contacted directly about the re-bid but did not re-submit. The only timely complete bid (attached) was from NK Electric, the vendor that was awarded the current bid.

In accordance with the Maintenance Supervisor's recommendation, I'm respectfully requesting that you award the 2025-26 electrical services bid to NK Electric.



**NK ELECTRIC LLC** LICENSED ELECTRICAL CONTRACTOR  
PO Box 171 | Croton-on-Hudson, New York 10520 | P 914.271.0222 F 914.271.0223 | [nick@nk-electric.com](mailto:nick@nk-electric.com)

---

October 14, 2024

Town of Pound Ridge  
179 Westchester Avenue  
Pound Ridge NY 10576

To whom it may concern:

Please see our new rate information below for work to be performed by NK Electric LLC.

Labor rates:

One worker \$199 for anything up to first ½ hour

\$140 for each additional hour or part thereof

Two workers \$300 for anything up to first hour

\$230 for each additional hour or part thereof

Material markup: 10%

Please let us know if you need anything additional.

We look forward to continuing our work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nick Kalyvas'. It is a cursive style with a prominent 'N' at the beginning.

Nick Kalyvas

NK Electric LLC

465 Yorktown Road

Croton on Hudson NY 10520

## CLAIM



**TOWN OF POUND RIDGE  
POUND RIDGE NY 10576**

**PURCHASE ORDER NO.:**

DATE: 12/9/2024

**CLAIMANT'S**

NAME Partick Fleming  
AND 28 Upper Shad Road  
ADDRESS Pound Ridge, NY 10576

**VENDOR #:** 999999

APPROPRIATION	AMOUNT	VOUCHER #
T-31-3102	\$2,000.00	
<b>TOTAL</b>	<b>\$2,000.00</b>	

### **CLAIMANT'S CERTIFICATION**

I, [REDACTED], certify that the above account in the amount of \$2,000.00 is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

12/9/24  
date

per letter  
signature

title

**SPACE BELOW FOR TOWN USE**

## DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

**DEPARTMENT APPROVAL**  
The above services or materials were rendered or furnished to the town on  
the dates stated and the charges are correct.

## APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

BENEDEK & TICEHURST  
LANDSCAPE ARCHITECTS & SITE PLANNERS, P.C.

December 4, 2024

Water Control Commission  
179 Westchester Avenue  
Pound Ridge, NY 10576

Via email: [cdur@townofpoundridge.com](mailto:cdur@townofpoundridge.com), [jperry@townofpoundridge.com](mailto:jperry@townofpoundridge.com)

RE: Patrick Fleming, 28 Upper Shad Road  
WCC Bond Release

Dear Chairman Bedford and Commission Members,

I am writing to you to request that the \$2000 security bond for work performed under the Wetlands Permit be released to Mr. Fleming.

The work was successfully completed and recently approved by the Building Inspector (copied).

Please let me know if you have any questions.

Sincerely,



Glenn Ticehurst, RLA, ASLA  
for B & T

CC: Patrick Fleming

12/5/24  
OK per Jim  
Bond # 2024-80

## CLAIM



**TOWN OF POUND RIDGE  
POUND RIDGE NY 10576**

**PURCHASE ORDER NO.:**

DATE: 12/12/2024

**CLAIMANT'S**

**NAME** Steve Monroe  
**AND** 203 Upper Shad Road  
**ADDRESS** Pound Ridge, NY 10576

**VENDOR #:** 999999

APPROPRIATION	AMOUNT	VOUCHER #
T-31-3102	\$5,000.00	
<b>TOTAL</b>	<b>\$5,000.00</b>	

**CLAIMANT'S CERTIFICATION**

I, [REDACTED], certify that the above account in the amount of \$5,000.00 is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

date

signature

title

**SPACE BELOW FOR TOWN USE**

**DEPARTMENT APPROVAL**

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

12/12/  
date

authorized official

WCC Admin

**APPROVAL FOR PAYMENT**

This claim is approved and ordered paid from the appropriations indicated above.

December 12, 2024

Town of Pound Ridge – Water Control Commission  
179 Westchester Ave  
Pound Ridge, NY 10576  
Attn: Christeen CB Dur - Administrator

Re: 203 Upper Shad Rd, Pound Ridge, NY; Steven Monroe; Block 9317, Lot 19.3; Bond Release

Dear Christeen,

DiMarzo Site Engineering is the site engineer of record for the Monroe residence at 203 Upper Shad Rd, Pound Ridge, NY (Block 9317, Lot 19.3). The project was completed according to the approved site plan submitted to the Water Control Commission on April 10, 2024. The plan was titled "Site Plan depicting 203 Upper Shad Road, Pound Ridge, NY prepared for Steven Monroe" dated 3/26/2024 and prepared by my office. We request your office to please refund the \$5,000 cash bond to Steven Monroe at 203 Upper Shad Rd, Pound Ridge, NY 10576.

Truly yours,



Karl H. Weed, P.E.



cc: Steven Monroe – Property Owner

12/12/24  
WCC Bond #  
2021-36  
\$5K  
ok per Jim  
Perry.

	Kevin	Ali	Dan	Diane	Namasha	Other
<b>Boards &amp; Commissions</b>						
Audit Bills					X	
Board of Assessment Review		X				
Board of Ethics	X					
Conservation Board			X			
Drug Abuse Prevention Council				X		
Economic Development Committee				X		
Energy Action Committee			X			
Highway & Maintenance				X		
Housing Board			X			
Human Rights Advisory Committee					X	
Landmarks & Historic District					X	
OEM	X					
Old Pound Road Committee		X				
Open Space			X			
Planning Board					X	
Police Department	X					
Recreation Commission				X		
Water Control Commission			X			
Zoning Board of Appeals				X		
<b>Other</b>						
BCSDNY	X					
East of Hudson Watershed	X					
Environmental Initiatives Advisors						Elyse/Bill Harding
Fire District	X					
Insurance						Harvey Dann
Library Board	X					
New Dawn			X			
Westchester County Shared Services	X					
Sustainable Westchester			X			
WEMS						Tom Mulcahy
Wireless Communication				X		
Water Wastewater Task Force		X				