

**Town Clerk's Office**

**MEMORANDUM**

**To:** Town Board

**From:** Erin Trostle

**Date:** May 1, 2026

**Re:** Draft minutes of the April 21, 2026 Town Board meeting

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Please review the attached.

**MINUTES OF THE APRIL 21, 2026 MEETING OF THE TOWN BOARD OF THE TOWN OF POUND RIDGE HELD AT 179 WESTCHESTER AVENUE, POUND RIDGE, NEW YORK, AND VIA ZOOM VIDEOCONFERENCE, COMMENCING AT 7:30 PM**

PRESENT: SUPERVISOR KEVIN HANSAN  
DEPUTY SUPERVISOR/COUNCILPERSON DIANE BRIGGS  
COUNCILPERSON ALISON BOAK  
COUNCILPERSON NAMASHA SCHELLING  
COUNCILPERSON DANIEL PASCHKES

ALSO

PRESENT: TOWN ATTORNEY WILLIAM HARRINGTON (via videoconference)  
TOWN CLERK ERIN TROSTLE

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

Supervisor Hansan called the meeting to order at 7:37 pm.

**II. CALL FOR EXECUTIVE SESSIONS**

**Board Action:** Motion by Councilperson Briggs, seconded by Councilperson Schelling, all voting aye, to call for executive sessions at 5:00 pm on April 28, 2026 and at 6:30 pm on May 5, 2026 for Highway and Building Department interviews.

**III. CALL FOR PUBLIC HEARING**

**Board Action:** Motion by Councilperson Paschkes, seconded by Councilperson Briggs, all voting aye, to call for a public hearing on proposed amendments to the Zoning Code to regulate Battery Energy Storage Systems (BESS).

**IV. ANNOUNCEMENTS**

- Residents will soon receive a postcard with a reminder regarding seasonal restrictions on the commercial use of gasoline-powered leaf blowers.
- The Pound Ridge Partnership will host an Eco Afternoon at the Market Square on Saturday, April 25. During that event, the Conservation Board will offer free tree saplings and compost and will sponsor a pop-up Repair Café with free bike tune-ups. The Pound Ridge Garden Club will also be selling daffodil bulbs.
- The Pound Ridge Historical Society's annual meeting will be at Conant Hall on April 25. Town Historian Johanna O'Keeffe will present a lecture on Pound Ridge during the American Revolution.
- The Pound Ridge Business Association's Made in New York Market is scheduled for April 26 at the Village Green.

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**V. MINUTES**

**Board Action:** Motion by Councilperson Briggs, seconded by Councilperson Paschkes, all voting aye, to approve the minutes of the April 7, 2026 Town Board meeting.

**VI. PUBLIC COMMENT I**

Resident Katherine Biagiarelli reported issues with heat and air conditioning during recent senior activities. She also asked whether there was an update on the community bus.

Supervisor Hansan said that the town is awaiting paperwork from the state. Once the documents are received and signed, it will be possible to order the bus.

**VII. NEW BUSINESS**

**A. Police Department – Hiring of Dario Navarrete and Michael Dragone**

**RESOLUTION 99-26**

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

RESOLVED, that the Town Board hereby appoints Dario Navarrete and Michael Dragone as part-time Police Officers effective immediately at the established starting rate of pay for that position.

**ADOPTED:**   Boak        AYE  
                  Briggs     AYE  
                  Hansan     AYE  
                  Paschkes  AYE  
                  Schelling  AYE

**B. Town Board**

**1. Gender-Based Workplace Violence Policy**

**RESOLUTION 100-26**

**Board Action:** Motion by Councilperson Paschkes, seconded by Councilperson Schelling on the following:

RESOLVED, that the Town Board hereby approves the amendment of the Employee Handbook to include the following policy regarding gender-based workplace violence:

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**Gender-Based Violence and the Workplace Policy**

**Policy Statement** – New York State law recognizes that domestic and gender-based violence occurs within a wide spectrum of relationships, therefore the Town will take every appropriate measure to prevent and/or address domestic and gender-based violence as it impacts the workplace, while also recognizing the rights of victims to have self-determination and the need to respond in a survivor-centered, trauma-informed, and culturally responsive manner. All valid orders of protection shall be enforced by the Town of Pound Ridge and all protections of this policy shall apply. This policy shall apply to all victims of gender based violence, regardless of where the incidents took place.

This policy shall extend to all full-time, part-time, temporary and seasonal employees, Elected Officials and volunteer members of boards and commissions.

**Gender Based Violence** – Violence or threats that happen because of someone’s sex, gender, sexual orientation, gender identity or expression, or other related characteristics. Gender-based violence is an umbrella term that includes domestic violence, sex-based discrimination, sexual harassment, sexual assault, and sexual violence, and can also include stalking or human trafficking.

**Confidentiality** – All information, including employee disclosures about victimization, shall be kept confidential to the extent permitted by law and agency policy without the employee’s written informed consent, unless doing so creates a substantial risk of imminent danger to the victimized employee, other employees, or worksite.

**Policy** – The Town will allow any employee who has disclosed their status as a victim of domestic or gender-based violence (or disclosed that a family member is a victim of domestic or gender-based violence) to use their vacation, sick, or personal leave credits for the following purposes:

- a) to obtain services from a domestic violence shelter, rape crisis center, or other services program;
- b) to participate in safety planning, temporarily or permanently relocate, or take other actions to increase the safety of the employee or employee’s family members;
- c) to meet with an attorney or other social services provider to obtain information and advice on, and prepare for or participate in any criminal or civil proceeding; Town of Pound Ridge Employee Handbook - Adopted on December 13, 2022 800-23
- d) to file a complaint or domestic incident report with law enforcement;
- e) to meet with a district attorney’s office;

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- f) to enroll children in a new school;
- g) to address issues relating to technology or financial abuse; or
- h) to take any other actions necessary to ensure the health or safety of the employee or the employee's family member or to protect those who associate or work with the employee.

Employees can choose to use appropriate leave accruals to cover any absences, if available. If the employee does not have adequate leave accruals to cover the absence or chooses not to charge leave accruals, the absence shall be treated as leave without pay.

The Town will continue to maintain the employee's medical insurance contribution, if applicable, while the employee is on leave without pay. Upon request, the Town will work with the employee to take additional safety precautions to ensure that the employee feels safe in the workplace. This may include, but is not limited to, the following:

- a) ensuring that the employee does not have to work alone;
- b) providing the employee with an escort for entry and exit from the worksite/building;
- c) assigning the employee a new email account or phone number if the perpetrator has been able to access the existing accounts;
- d) creating a personalized safety plan in consultation with the local domestic or sexual violence program;
- e) allowing the employee to work from an alternate workstation.

**Orders of Protection** - Employees are encouraged to disclose any active orders of protection to the Town Supervisor's Office. Copies of orders of protection will be maintained in a locked, confidential file, separately from the employee's personnel file. **Prohibition Against Retaliation** – The Town of Pound Ridge prohibits any form of retaliation against an employee that discloses they are a victim of domestic or gender-based violence, or any employee seeking accommodations or to exercise their rights under this policy. Any employee that experiences retaliation after disclosing that they are a victim of domestic or gender-based violence should report the incident immediately to either their Department Head or the Town Supervisor.

**Perpetrators of Domestic or Gender-Based Violence** – If the Town has found that an employee has committed any act of gender-based violence, including making threats or harassment at or from the workplace using any Town resources such as work time, Town owned telephones or cell phones, e-mail, or by any other means, the Town will take disciplinary action, up to and including termination from employment.

Any employee who would like to report information about an alleged act of gender-based violence committed by an employee, do reach out to their Department Head or the Town Supervisor's Office.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**        **AYE**  
                  **Hansan**       **AYE**  
                  **Paschkes**     **AYE**  
                  **Schelling**    **AYE**

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

**RESOLUTION 101-26**

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

RESOLVED, that the Town Board hereby authorizes the Court Clerk and the Assistant Court Clerk to attend the 2026 Annual Conference of the New York State Association of Magistrates Court Clerks at a cost not to exceed \$2,150.00.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**        **AYE**  
                  **Hansan**       **AYE**  
                  **Paschkes**     **AYE**  
                  **Schelling**    **AYE**

**D. Maintenance Department – Cleaning Service**

**RESOLUTION 102-26**

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

RESOLVED, that the Town Board hereby authorizes the Maintenance Supervisor to terminate the town’s agreement with F&F Cleaning Services and to hire Clean Pro Services LLC to provide the services listed below at the rates specified:

- Daily cleaning of the Town House,  
Police Station, and Highway Department..... \$1100.00/every two weeks
- Twice weekly cleaning of Conant Hall ..... \$70.00/cleaning
- Weekly cleaning of Town Park restrooms ..... \$70.00/cleaning

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**ADOPTED:**    **Boak**        **ABSTAIN**  
                  **Briggs**      **AYE**  
                  **Hansan**     **AYE**  
                  **Paschkes** **AYE**  
                  **Schelling** **AYE**

**E. Police Department – TRACS Printers**

**RESOLUTION 103-26**

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

RESOLVED, that the Town Board hereby authorizes the transfer of \$4,065.00 from contingency to the Police Department budget, AND BE IT FURTHER

RESOLVED, that the Town Board hereby authorizes the expenditure of \$4,065.00 for the installation of grant-funded TRACS printers in Police Department patrol vehicles.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**      **AYE**  
                  **Hansan**     **AYE**  
                  **Paschkes** **AYE**  
                  **Schelling** **AYE**

**F. Receiver of Taxes – NYSATRC Training Seminar**

**RESOLUTION 104-26**

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

RESOLVED, that the Town Board hereby authorizes the Receiver of Taxes to attend the 2026 Training Seminar of the New York State Association of Tax Receivers and Collectors at a cost not to exceed \$1,625.00.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**      **AYE**  
                  **Hansan**     **AYE**  
                  **Paschkes** **AYE**  
                  **Schelling** **AYE**

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**G. Recreation Department**

**1. Lifeguard Apparel**

**RESOLUTION 105-26**

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

RESOLVED, that the Town Board hereby approves the expenditure of \$2,166.75 for the purchase of lifeguard apparel from Diamondback Sportswear.

**ADOPTED:** Boak AYE  
Briggs AYE  
Hansan AYE  
Paschkes AYE  
Schelling AYE

**2. Lifeguard Sun-Protection Shirts**

**RESOLUTION 106-26**

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

RESOLVED, that the Town Board hereby approves the expenditure of \$1,810.73 for the purchase of lifeguard sun-protection shirts from Watermen.

**ADOPTED:** Boak AYE  
Briggs AYE  
Hansan AYE  
Paschkes AYE  
Schelling AYE

**3. Lifeguard Swimsuits**

**RESOLUTION 107-26**

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

RESOLVED, that the Town Board hereby approves the expenditure of \$3,314.67 for the purchase of lifeguard suits from Watermen.

**ADOPTED:** Boak AYE  
Briggs AYE  
Hansan AYE  
Paschkes AYE  
Schelling AYE

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**4. Seasonal Summer Staff**

**RESOLUTION 108-26**

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

RESOLVED, that the Town Board hereby authorizes the Recreation Department to hire seasonal summer staff as budgeted.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**       **AYE**  
                  **Hansan**      **AYE**  
                  **Paschkes**    **AYE**  
                  **Schelling**   **AYE**

**H. Town Board – Opinion Letter for NYS Comptroller**

**RESOLUTION 109-26**

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

RESOLVED, that the Town Board hereby authorizes the Town Attorney to sign an opinion letter for the New York State Comptroller regarding the formation of the proposed water district.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**       **AYE**  
                  **Hansan**      **AYE**  
                  **Paschkes**    **AYE**  
                  **Schelling**   **AYE**

**I. Town Clerk**

**1. Sale of Cemetery Plot**

**RESOLUTION 110-26**

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

RESOLVED, that the Town Board hereby approves the sale of cemetery plot #477-B in Section 3 to John and Karen Janiga of 22 Trinity Lane, Pound Ridge at a price of \$1,000.00.

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**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**       **AYE**  
                  **Hansan**      **AYE**  
                  **Paschkes**    **AYE**  
                  **Schelling**   **AYE**

**2. Special Event Permit for Afternoon Tea**

**RESOLUTION 111-26**

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

RESOLVED, that the Town Board hereby approves a special event permit for Afternoon Tea on the Village Green on May 2, 2026.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**       **AYE**  
                  **Hansan**      **AYE**  
                  **Paschkes**    **AYE**  
                  **Schelling**   **AYE**

**J. Grants – Professional Services for Comprehensive Plan**

**RESOLUTION 112-26**

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

RESOLVED, that the Town Board hereby authorizes the Grants Coordinator to submit the New York State Consolidated Funding Application under the Smart Growth Community Planning and Zoning Grant Program to fund additional professional services needed for completion of the Comprehensive Plan.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**       **AYE**  
                  **Hansan**      **AYE**  
                  **Paschkes**    **AYE**  
                  **Schelling**   **AYE**

**K. Conservation Board**

**1. Acceptance of Donations from March 21, 2026 Repair Café**

**RESOLUTION 99-26**

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

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RESOLVED, that the Town Board hereby authorizes the acceptance of \$195.00 in donations received at the Repair Café.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**       **AYE**  
                  **Hansan**      **AYE**  
                  **Paschkes**    **AYE**  
                  **Schelling**   **AYE**

**2. Acceptance of Future Repair Café Donations**

**RESOLUTION 113-26**

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

RESOLVED, that the Town Board hereby authorizes the acceptance of donations received at future Repair Cafés.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**       **AYE**  
                  **Hansan**      **AYE**  
                  **Paschkes**    **AYE**  
                  **Schelling**   **AYE**

**J. Conservation Board and Sustainability Committee – Letter regarding  
County-Wide Regulation of Gasoline-Powered Leaf Blowers**

**RESOLUTION 114-26**

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

RESOLVED, that the Town Board hereby authorizes the Conservation Board and the Sustainability Committee to submit a letter in favor of county-wide regulation of gasoline-powered leaf blowers.

**ADOPTED:**    **Boak**        **AYE**  
                  **Briggs**       **AYE**  
                  **Hansan**      **AYE**  
                  **Paschkes**    **AYE**  
                  **Schelling**   **AYE**

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**VIII. PUBLIC COMMENT II**

Resident John Grogan said that county-wide regulation of leaf blowers will improve compliance.

Resident John McCown questioned the cost of pool staff apparel.

**IX. FINANCIAL MATTERS – Pay bills**

**RESOLUTION 115-26**

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

RESOLVED, that the Town Board hereby authorizes the Supervisor to pay the following claims as detailed in Abstract 08-2026:

Fund	Claim Numbers	Total Amount
General Fund	A00384–A00425	\$72,084.70
Highway Fund	D00120–D00139	\$24,809.61
Trusts and Agency	AT00025–AT00028	\$3,000.00

AND BE IT FURTHER RESOLVED, that the following advance-of-audit claim listed in Abstract 08-2026 is hereby allowed:

Fund	Claim Numbers	Total Amount
General Fund	A00426	\$774.40

**ADOPTED:**    **Boak**     **AYE**  
                  **Briggs**    **AYE**  
                  **Hansan**   **AYE**  
                  **Paschkes** **AYE**  
                  **Schelling** **AYE**

**X. ADJOURNMENT:** There being no further business to come before the Town Board, Supervisor Hansan adjourned the meeting at 8:24 pm.

Erin Trostle, Town Clerk  
Dated at Pound Ridge, New York  
May 1, 2026

**LOCAL LAW NO. \_\_\_2026**  
**A LOCAL LAW AMENDING CHAPTER 113 OF THE TOWN**  
**CODE PROHIBITING BATTERY ENERGY STORAGE SYSTEMS IN THE TOWN**

**WHEREAS**, this Battery Energy Storage Systems ( hereinafter " BESS") Law is adopted pursuant to Article IX of the New York State Constitution, §2( c)( 6) and ( 10), New York Statute of Local Governments § 10 ( 1) and (7), Town Law §§ 261- 263, and Municipal Home Rule Law of the State of New York § 10, which authorize the Town of Pound Ridge to adopt zoning provisions that advance and protect the health, safety and welfare of the community; and

**WHEREAS**, on February 25, 2025, the Town Board enacted a temporary moratorium on the review of projects involving BESS within the Town and thereafter extended such moratorium twice, most recently on March 24, 2026, for an additional six (6) months, and

**WHEREAS**, the Town recognizes that New York State has sought to promote renewable energy generation and storage, but such policies do not warrant the establishment of BESS facilities in every municipality where local safety, environmental and land use concerns are of the utmost importance; and

**WHEREAS**, the Town recognizes that New York State has adopted updated Codes through the New York State Fire Prevention and Building Code Council, and

**WHEREAS**, the Town Board has reviewed coverage of recent BESS fires in Jefferson, Orange, and Suffolk Counties, as well as numerous other incidents throughout the country; and

**WHEREAS**, following a 2023 fire in Warwick, New York, its Town Supervisor advised other municipalities to reevaluate zoning and permitting requirements to prevent these facilities from being sited near schools, parks, and other sensitive places; and

**WHEREAS**, the Town has determined that BESS facilities pose a potential significant threat to the public health, safety and welfare, and

**WHEREAS**, research indicates that the common approach to fighting fires at BESS locations is to let the fire burn out, rather than actively fight the fire, which would require the local volunteer fire departments to maintain and control the area around the fire for an extended period of time, and

**WHEREAS**, the Town Board has concerns that a fire at a BESS facility could release harmful toxins into the air, water, and soil, affecting air, water, and soil quality at neighboring properties, as well as in the Croton and Long Island Sound watersheds, in the Mill River, Trinity Lake, and Siscowit Reservoirs, the WardPound Ridge Reservation County Park, wetlands, and schools, within the Town, and

**WHEREAS**, the Town Board has studied the regulations of numerous municipalities and their regulation of BESS facilities, including, but not limited to, Town of North Salem, Town of Mount Pleasant, Town of North Castle, and Town of Mount Kisco; and

**WHEREAS**, the Town Board seeks to mitigate the impacts of BESS facilities on the Town's natural resources, including floodplains, wetlands, the Croton and Long Island Sound watersheds, and the Mill River, Trinity Lake, and Siscowit Reservoirs; and

**WHEREAS**, the Town Board declares the adoption of this Local Law a Type 1 Action under the New York State Environmental Quality Review Act, 6 NYCRR Part 617 and Article 8 of the New York Environmental Conservation Law (SEQRA); and

**WHEREAS**, the Town Board has declared itself to be Lead Agency for environmental purposes of review pursuant to SEQRA, and

**WHEREAS**, the Town Board seeks to amend its zoning to address the above mentioned concerns relating to large-scale BESS public utility facilities within the Town, and

**NOW, THEREFORE BE IT RESOLVED**, that Chapter §113-2.B and §113-25 of the Town Code of the Town of Pound Ridge hereby amended as follows:

## **CHAPTER 113, ZONING SHALL BE AMENDED AS FOLLOWS: DEFINITIONS**

*Add Definitions as follows:*

### **BATTERY ENERGY STORAGE SYSTEM (BESS)**

One or more devices capable of storing energy in order to supply electrical energy at a future time, not to include a stand-alone 12-volt car battery or an electric motor vehicle.

### **BATTERY(IES)**

A single cell or a group of cells connected electrically in series, in parallel, or a combination of both, which can charge, discharge, and store energy electrochemically, excluding batteries utilized in consumer products.

*Amend existing § 113-2.B Definitions as follows:*

### **PUBLIC UTILITY**

Persons, firms or corporations supplying gas, electricity, water, power, transportation, cable, television or telephone service to the general public. This definition shall not bestow any special status or standing not already provided by state or federal law. Also, this definition does not include battery energy storage systems (BESS), BESS stations or similar BESS facilities.

## **PROHIBITED USES**

*Addition of new subsection § 113-25*

25. Battery Energy Storage Systems (BESS), except those systems dedicated to providing energy primarily for the property on which it is located.

Local Law No. \_\_ of 2026

A Local Law entitled “Repeal of Local Law 6 of the year 2006.”

Be it enacted by the Town Board of the Town of Pound Ridge as follows:

Section 1. Purpose

It is the purpose of this Local Law to repeal Local Law 6 of the year 2006, which Local Law states that the Superintendent of Highways must reside in a municipality contiguous to the Town of Pound Ridge.

Section 2. Authority

This Local Law is enacted pursuant to Section 3, subparagraph 40 of the Public Officers Law, which states, “In the town of Pound Ridge, Westchester county, the provisions of this section requiring a person to be a resident of the political subdivision or municipal corporation of the state for which he shall be chosen or within which his official functions are required to be exercised, shall not prevent a person from holding the office of town superintendent of highways of the town of Pound Ridge provided that such person resides in the county in which such town is located or an adjoining county within the state of New York.

Section 3. Title

The title to this Local Law shall be “Repeal of Local Law 6 of the year 2006.”

Section 4. Effective Date

This Local Law shall take effect upon filing with the State of New York.



April 28, 2026

To: Kevin Hansan, Town Supervisor and Town Board

From: Christeen CB Dür, Grants Coordinator

Re: Grant application approval request

Dear Kevin and Members of the Town Board,

The NYS Office of Parks, Recreation and Historical Preservation announced a new grant opportunity through their NY Plays program due June 15.

Based on guidance from Melissa Farella, Recreation Leader and the Recreation Commission, I would like to submit an application for new ADA compliant, cross-generational, active-aging playground equipment for our Town Park. The existing playground equipment is outdated. The playground equipment needs to be updated so it can include adaptive and inclusive features that ensure accessibility for people with diverse physical, sensory and cognitive needs.

I am seeking your approval to apply to NY Plays due June 15.

Grant Update: The initial applications to the NYS Office of Parks, Recreation and Historical Preservation through their Municipal Parks and Recreation Program for a new pool filtration system, renovation and repaving of the tennis courts and the roof at Conant Hall were declined but I was encouraged to resubmit during the next round. I will do so when the portal opens again this spring or summer, timing to be determined.

Thank you for your consideration and support.

Christeen

# **POUND RIDGE HIGHWAY DEPT.**

## **MEMO**

**Date: April 30<sup>th</sup>**

**To: Town Board**

**From: Highway**

Dear Members of the Board,

I am writing to request permission to purchase supplies for catch basin repairs. Invoice for purchase is from M&M Precast, \$4457.00. Thank you.

Andy Trail

Highway Foreman

**M & M Precast Corporation**

39 Padanaram Road  
Danbury, CT 06811

**QUOTATION**

Quote Number: 3540  
Quote Date: Apr 23 2026  
Page: 1

Voice: 203-743-5559  
Fax: 203-790-7011

<b>Quoted To:</b>
TOWN OF POUND RIDGE 290 STONE HILL ROAD POUND RIDGE, NY 10576

Customer ID	Good Thru	Payment Terms	Sales Rep
TOPR	5/23/26	Due at end of Month	01102

Quantity	Item	Description	Unit Price	Amount
10.00	REXTR02	2" CB EXT. 45X56	113.00	1,130.00
10.00	REXTR04	4" CB EXT. 45X56	143.00	1,430.00
10.00	REXTR06	6" CB EXT. 45 X 56	162.00	1,620.00
1.00	DPOUN	POUND RIDGE DEL. CHG. W-32; Z2	198.00	198.00
1.00	AFC	FUEL SURCHARGE	79.00	79.00
			<b>Subtotal</b>	<b>4,457.00</b>
			<b>Sales Tax</b>	
			<b>TOTAL</b>	<b>4,457.00</b>

# CLAIM

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



**PURCHASE ORDER NO.:**

**DATE: 4/28/2026**

**CLAIMANT'S NAME AND ADDRESS**

Chris Ytuarte  
 122 Old Stone Hill Road  
 Pound Ridge, NY 10576

**VENDOR #:** 999999

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

DATES	DESCRIPTION OF MATERIALS OR SERVICES	QUANTITY	UNIT PRICE	AMOUNT
4/28/2026	Release of Bond #2025-92	1	\$2,000.00	\$2,000.00
	\$2,000 held by the Town for the WCC			\$0.00
	for property located a 122 Old Stone Hill Road			\$0.00
				\$0.00
				\$0.00
	Conditions of wetlands permit have been completed and			\$0.00
	the inspection of the project was satisfactory.			\$0.00
				\$0.00
				\$0.00
				\$0.00
			<b>TOTAL</b>	<b>\$2,000.00</b>

### CLAIMANT'S CERTIFICATION

I, \_\_\_\_\_, 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.

\_\_\_\_\_
*per email & letter*
\_\_\_\_\_

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.

4/28/26
\_\_\_\_\_

date
authorized official

**APPROVAL FOR PAYMENT**

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

\_\_\_\_\_

\_\_\_\_\_

**RE:**  
**FINAL CERTIFICATION LETTER**

April 27, 2026

Owner: **Chris Ytuarte**  
 Property Address: **122 Old Stone Hill Rd**  
 TAX ID: **10047-33.2**  
 Zoning: **R-3A**

To Mr. Christeen CB Dur,  
 Administrator, Water Control Commission  
 Town of Pound Ridge:

This letter is to certify that to the best of my knowledge, information and believe all work related to the above-mentioned project address (interior remodeling of existing kitchen and dining room) was completed with plans drawn by Jan Cadek, Hans Cadek Architecture and dated 6/6/2025. These plans were approved by WCC and comply with the 2020 Residential Code of New York State, and the 2020 Energy Conservation Construction Code of New York State. Please, call me if you have any questions #914 649 8473, or [hans@hanscadek.com](mailto:hans@hanscadek.com)

Regards,  
 Jan Cadek R.A.  
 Hans Cadek Architecture, PLLC

*\$2k 2025-92*

*4/28/26  
 OK per  
 Jim Perry.*



*[Handwritten signature]*

April 27, 2026

This Certification is only for Water Control Commission, Town of Pound Ridge purposes, and can't be used for anything or anyone else.

## Christeen Dur

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**From:** Chris Ytuarte <cytuarte@gmail.com>  
**Sent:** Tuesday, April 28, 2026 3:21 PM  
**To:** Christeen Dur  
**Cc:** jan cadek; hans@hanscadek.com hans@hanscadek.com  
**Subject:** Re: 122 Old Stone Hill letter

Sounds good, thank you!

Chris

On Tue, Apr 28, 2026 at 3:20 PM Christeen Dur <[cdur@townofpoundridge.gov](mailto:cdur@townofpoundridge.gov)> wrote:

Hi Jan

Thank you. I will submit to the town board and finance for approval and processing.

Chris it will be made payable to you and mailed to you at 122.

Thanks. Christeen

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**From:** jan cadek <[jancadek77@gmail.com](mailto:jancadek77@gmail.com)>  
**Sent:** Monday, April 27, 2026 11:28 AM  
**To:** Christeen Dur <[cdur@townofpoundridge.gov](mailto:cdur@townofpoundridge.gov)>  
**Cc:** Chris Ytuarte <[cytuarte@gmail.com](mailto:cytuarte@gmail.com)>; [hans@hanscadek.com](mailto:hans@hanscadek.com) [hans@hanscadek.com](mailto:hans@hanscadek.com) <[hans@hanscadek.com](mailto:hans@hanscadek.com)>  
**Subject:** Re: 122 Old Stone Hill letter

**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.

Good morning Christeen,

Please find attached Final Certification Letter for Interior remodeling of existing kitchen and dining room at 122 Old Stone Hill.

The homeowner Chris (cc on this email) is looking for the bond release.

Feel free to contact me if you have any questions.

Thank you,  
Hans.

**Hans Cadek,** Licensed Architect

Port Chester, NY | P 914-649-8473



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

On Mon, Apr 27, 2026 at 9:49 AM Chris Ytuarte <[cytuarte@gmail.com](mailto:cytuarte@gmail.com)> wrote:

Good morning Hans,

Michael informed me that the Pound Ridge Water Commission requires a letter from our architect confirming the kitchen renovation was completed according to plans approved by said Water Commission prior to commencement of work. This letter will allow us to get back the bond check we submitted.

When you have a chance, could you please send the Water Commission this letter?

Thanks,

Chris

[122 Old Stone Hill Rd, Pound Ridge, NY 10576](https://www.google.com/maps/place/122+Old+Stone+Hill+Rd,+Pound+Ridge,+NY+10576)

**From:** [Nicole Engel](#)  
**To:** [Nicole Engel](#)  
**Cc:** [Nicole Engel](#)  
**Subject:** FW: Plaque Submission  
**Date:** Wednesday, April 29, 2026 2:41:58 PM  
**Attachments:** [poundridge stone historical marker-4.pdf](#)

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**From:** Jo Tar <joannetar10@yahoo.com>  
**Sent:** Wednesday, April 29, 2026 2:29 PM  
**To:** Nicole Engel <chiefofstaff@townofpoundridge.gov>  
**Subject:** Plaque Submission

**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.

For the agenda - attached is the proposed plaque. It will be mounted on a stone in front of CH like the other monuments. The template is 32" x 27". The stone will be in the style of the others. The plaque will be in bronze like the others. We will leave a blank side to the stone so in the future there could be a Civil War plaque. The PRHS would very much so appreciate being on Tuesday's agenda with this item. Dennis will be at the meeting with a full mock-up of the plaque so that the board can see it. Please let me know what else you need!! Thank you so much!

Best,  
Joanne

1775



1783

IN HONOR OF THE PATRIOTS NAMED HERE AND THOSE  
WHOSE NAMES ARE LOST TO HISTORY, VETERANS OF THE  
AMERICAN REVOLUTION. THROUGH THEIR COURAGE  
AND SACRIFICE, INDEPENDENCE WAS SECURED.

JOHN AMBLER  
ABRAHAM AMBLER  
JAMES ARMSTRONG  
HOLMES AUSTIN  
EBENEZER AVERY  
ELISHA AVERY  
ENOCH AVERY  
JOHN AVERY  
REUBEN AYRES  
SAMUEL BOSTWICK  
JOHN BOSTWICK  
EPENETUS BISHOP  
JOHN BISHOP  
DANIEL BOUTON  
EBENEZER BOUTON  
JEHIEL BOUTON  
NATHANIEL BOUTON  
NOAH BOUTON  
BENIJAH BROWN  
EBENEZER BROWN  
ELAPHALET BROWN  
JOHN BROWN  
JOSEPH CLARK  
ROBERT CRAWFORD  
EBENEZER DEFOREST  
DANIEL DIBBLE  
JONATHAN DIBBLE  
AMOS DIXON  
DANIEL DIXON  
WILLIAM FANCHER  
AQUIRE FANCHER  
JOHN FANCHER  
ABRAHAM FANCHER  
DAVID FANCHER  
JAMES FERRIS

JOHN FERRIS  
SAMUEL FERRIS  
WILLIAM GARNSEY  
ANDREW GREEN  
BENJAMIN GREEN  
ENOCH HAIT  
JOHN HAIT  
GIDEON HAIT  
BENJAMIN HAIT  
PARSON HAIT  
PETER HARFORD  
JOSEPH HOLMES  
JONATHAN INGERSOLL  
MASTON JOHNSON  
AMOS JUMP  
SAMUEL LEWIS  
MOSES LOCKWOOD  
DAVID LOCKWOOD  
REUBEN LOCKWOOD  
EBENEZER LOCKWOOD  
HEZEKIA LOCKWOOD  
JOSEPH LOCKWOOD  
JOSEPH LOCKWOOD JR  
NATHAN LOCKWOOD  
AMON MARSHALL  
ANTHONY MARSHALL  
JOSEPH MARSHALL  
JOSEPH MILLS  
ZEPHANIAH MILLS  
EBENEZER MILLER III  
DANIEL MILLER  
JACOB MILLER JR.  
ROBERT MURPHY  
NATHAN OLMSTED  
DAVID PALMER  
THOMAS PECK

JOHN PEATT  
SAMUEL PELHAM  
DAVID PURDY  
JAMES RAYMOND  
GILBERT REYNOLDS  
TIMOTHY REYNOLDS  
JOHN SAUNDERS  
ASAH EL SCOFIELD  
AMOS SCOFIELD  
GIDEON SCOFIELD  
MICHAEL SCOFIELD  
PETER SCOFIELD  
SMITH SCOFIELD  
EBENEZER SCOFIELD  
ELI SEELY  
NATHANIEL SEELY  
NATHANIEL SEELY JR.  
PETER SELLECK  
DARLING SELLECK  
NATHAN SELLECK  
JESSE SEYMOUR  
ABRAHAM SLASON  
EBENEZER SLASSON  
HENRY SLASSON  
NATHAN SLAUSON  
JESSE SLAWSON  
JACOB TRAVIS  
JESSE TRUESDALE  
DANIEL WATERBURY  
JEHIEL WEED  
GILBERT WEED  
JONATHAN WEEKS  
NATHANIEL WEEKS  
HEZEKIAH WOOD  
JACOB WOOD

ERECTED BY THE CITIZENS OF POUND RIDGE, JULY 4TH, 2026.

32" high x 27" wide, bronze plaque, inside O.G. border, oxide light background color, leather background texture  
4 holes in the face with wood screws and rosettes. sculpted eagle at the top.