

Minutes of the Pittsford Town Board for October 1, 2024

**TOWN OF PITTSFORD
TOWN BOARD
OCTOBER 1, 2024**

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, October 1, 2024, at 6:00 P.M. local time in the Lower-Level Meeting Room of Town Hall, 11 South Main Street, in person.

PRESENT: Supervisor William A. Smith, Jr.; Councilmembers Naveen Havannavar, Cathy Koshykar, Stephanie Townsend, and Kim Taylor.

ABSENT: None.

ALSO PRESENT: Staff Members: Robert Koegel, Town Attorney; Paul Schenkel, Commissioner of Public Works; Renee McQuillen, Town Clerk; Jessie Hollenbeck, Recreation Director; Kelly Eldred, Assistant to the Supervisor; Shelley O'Brien, Communications Director; Spencer Bernard, Chief of Staff.

ATTENDANCE: Twelve members of the public along with an interpreter attended.

Supervisor Smith called the Town Board meeting to order at 6:00 P.M. and invited all to join in the Pledge to Flag.

SUPERVISORS ANNOUCEMENTS

The next Zoning Code Update meeting will be held tomorrow night, October 2 at 6:00 P.M. in the Town Board meeting room.

October is Breast Cancer Awareness Month.

Supervisor Smith reminded residents not to pile leaves in the street, and that leaf collection will begin in the weeks ahead.

MINUTES OF THE SEPTEMBER 17 MEETING APPROVED

A Resolution to approve the minutes of the Town Board meeting of September 17, 2024, was offered by Deputy Supervisor Taylor, seconded by Councilmember Havannavar, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the September 17, 2024, Town Board meeting are approved.

OPERATIONAL MATTERS

PUBLIC COMMENTS

No comments were submitted.

APPROVAL OF FIVE-YEAR RENEWAL OF DOG PARK INTERMUNICIPAL AGREEMENT WITH MONROE COUNTY

A Resolution to approve a 5-year renewal of the Intermunicipal Agreement between Monroe County and the Town regarding the administration of the Town's dog park, was offered by Supervisor Smith, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

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The Resolution was declared carried as follows:

RESOLVED, that the Town Supervisor be and hereby is authorized to execute a 5-year renewal of the Intermunicipal Agreement dated December 3, 2019 between the Town and the County of Monroe, regarding construction and administration of the Town's dog park.

EXTENSION APPROVAL OF INTERMUNICIPAL AGREEMENT WITH MONROE COUNTY FOR FOOD SCRAPS PROGRAM

Supervisor Smith reminded board members that the County has notified the Town that it will not continue the pilot program of food scrap collection. At the Town's request the County agreed to continue the program through December 20, at their expense. Councilmember Townsend made the motion to approve the extension, seconded by Supervisor Smith and voted on by members as follows:

The Resolution was declared carried as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

Resolved, that the Town Supervisor be and hereby is authorized to execute an extension, to December 20, 2024, of the Intermunicipal Agreement dated August 9, 2023, between the Town and the County of Monroe, regarding the pilot program for collection of residential food scraps.

VERIZON REQUEST FOR CELL ANTENNA

Supervisor Smith opened the discussion, stating that Verizon has approached the Town about erecting a cellphone antenna or antennas on Town-owned property at the Library or in the Library parking lot. He explained that if the Town agreed to an antenna on its property, then Verizon would make an application for approval to the Village government because the Village, not the Town, has jurisdiction over approving any such antenna, as the property is located within the Village. At that point the Town, as property owner, would simply be a bystander to the Village approval proceeding. The only reason this is now being discussed in the Town Board is to determine whether the Town, as the property owner, wants to agree to placement of an antenna on its property. The Supervisor noted that he had reviewed Verizon's proposal and the renderings of each of the proposed options with Village Mayor Plummer as soon as Verizon approached the Town.

Verizon does not propose a traditional tall cell tower, but rather has suggested options for a smaller antenna or antennas. The Supervisor referred to the aerial view of the Library parking projected onscreen that shows what portions of the property are owned by the Town and what parts are owned by third-parties. He noted that if the Town declines, Verizon most likely would approach one of the other property owners.

Bob Bergdorf of Nixon Peabody LLP, legal counsel for Verizon, and Kathy Pompinio, project manager presented the options to board members and to answer any questions. The options they presented were:

Option 1 – A functioning light pole with an antenna atop in the northwestern portion of the property. The height of the pole and antenna would be 55.5 feet in height, the mounting equipment and pole would be enclosed by a 10-foot fence and would require the removal of an existing tree from the location.

Option 2 – Mounting of an antenna on the roof of the library. The mounting, on the flat roof, would be concealed by the mansard. The antenna and pole would rise above the mansard by 8 to 12 feet, depending on the type of antenna erected, and would be visible from the street.

Option 3 – Installation of antennas on the sides of three of the library chimneys. They would match the color of the brick and would be affixed to the chimneys by metal bands of the same color. Two antennas would be on the west side of the building, with the third antenna placed on the chimney seen from the side of the building facing State Street.

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The preference of the Verizon engineer is for Option 1, but all options would offer the same coverage. The Town may decline this opportunity if they wish. Once the Town decides their preference, Verizon would then begin the process of applying to the appropriate Village board for approval.

Councilmember Koshykar stated she was not in favor of the way Option 1, the monopole, would look. Deputy Supervisor Taylor expressed her preference for Option 3 – the mountings on the Library chimneys -- and asked if Option 1 would take away any parking spots at all. Verizon representatives responded that it would not remove any parking spots. Councilmember Havannavar inquired how much maintenance the options would require. It was stated that typically it is twice a year and is mostly completed wirelessly. He also inquired about the terms of the lease agreements, the initial term would be for 5 years and then four 5-year extensions. He expressed his preference for Option 3, at the Library Building, as well. Councilmember Townsend stated a preference for the same option, as the least obtrusive.

The consensus of the Town Board was to defer any decision until the idea has been presented to the full Village Board and discussed by it.

FINANCE MATTERS

PUBLIC COMMENTS

No comments were submitted.

BUDGET AMENDMENT APPROVED

A resolution to approve the budget amendment was offered by Deputy Supervisor Taylor, seconded by Councilmember Havannavar, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

Be it resolved that the following is approved:

That \$16,000.00 be transferred from 1.1990.4000.1.1 (General Fund – Contingency) to 1.2620.2007.10.3 (General Fund – Library Capital Improvements) for the replacement of the low voltage light system at the Library.

APPROVAL RESOLUTION FOR JCAP GRANT APPLICATION

A Resolution to authorize the Town Court to proceed with their application for the Justice Court Assistance Program grant was offered by Councilmember Townsend and seconded by Deputy Supervisor Taylor and was voted on as follows by board members: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, the Pittsford Town Court has requested authorization from the Pittsford Town Board to apply for grant funding from the Justice Court Assistance Program (“JCAP”) during the upcoming grant cycle to pay to obtain a courtroom sound system, two new desks for the office, two vertical filing cabinets, new rails, and dividers for the existing horizontal filing cabinets, and two packs of banker boxes.; and

WHEREAS, the Town Board wishes to accommodate and support the Town Court’s application for the JCAP grant which the Town Court seeks; and

WHEREAS, it was the decision of the Town Board that it should authorize the Town Court to apply for the JCAP grant.

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NOW, on a motion duly made and seconded, it was

RESOLVED, that The Board of the Town of Pittsford authorizes the Pittsford Town Court to apply for a JCAP grant in the 2024-25 grant cycle up to \$30,000.

PERSONNAL MATTERS

PUBLIC COMMENTS

No comments were submitted.

HIRING/PERSONNEL ADJUSTMENTS APPROVED

A Resolution to approve the recommendations for new hires and status and/or salary changes was offered for approval by Supervisor Smith, seconded by Deputy Supervisor Taylor, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The following employee(s) are recommended as a new hire based on the recommendation of the Functional Coordinator(s) for these areas:

Name	Dept	Position	Rate	Date of Hire
Sophia McCoy	Recreation	Rec Asst – Afterschool	\$15.00	09/30/2024
Barb Mosakowski	Recreation	Rec Asst - Child watch	\$17.13	10/03/2024

This is subject to completion of the proper reviews and background checks for these candidates and appropriate sign off by the Town Board representative.

The following employee(s) is recommended for a status change and/or salary change due to a change in status.

The Resolution was declared passed as follows:

RESOLVED, that the Town Board approves the appointment for the following employee(s):

Name	Position	Reason	Rate	Effective
Stephen Ward	Sewer - Laborer FT	Replacement	\$20.50	10/07/2024

OTHER BUSINESS

Councilmember Koshykar asked if National Grid had sent out any additional communication to residents regarding its project, mentioned at the last meeting, to add power line towers along its right of way and to expand the right of way. She had noticed some heavy equipment in the area. Commissioner Schenkel said the bus turnaround on South Main is used as a staging area for equipment to mow and maintain the right of way and is not related to the pending tower project.

Supervisor Smith noted that in a meeting with him and other Town staff, National Grid had committed to sending no notices or correspondence to Pittsford residents without providing advance notice to the Town including a copy of any such proposed communication. To date, he continued, National Grid has only sent, to homeowners along its right of way, a request for permission for its surveyors to enter properties along the right of way for purposes of surveying.

Supervisor Smith referred to a response from the NYSDOT, distributed to Board members, regarding various road safety concerns. Regional DOT Director Reeve stated a decrease in the speed limit on Clover Street between Calkins Rd and Pond Rd. is not necessary. DOT will review if a change in timing for the left-hand turn lights at the Clover St and Jefferson Rd intersection is necessary. It is considering the Supervisor’s request to place a traffic signal at the intersection of Mitchell Rd and Jefferson Rd. As it has for each such request in the past, DOT declined the Supervisor’s request for flashing pedestrian signs at the crosswalk on South Main St. at Sunset Boulevard. Councilmember Townsend voiced her

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dissatisfaction with the continued denial of our requests for flashing pedestrian signs on South Main St. and the decrease in speed on Clover St, without an explanation of the criteria used to reach these determinations. Board members asked the Supervisor to contact the Regional DOT again, to ask for the Clover Street speed study data requested in the Supervisor's original letter and to ask for the criteria used in evaluating the request for the flashing crosswalk sign. Councilmember Townsend suggested that if that request does not produce the information requested, then the Town should file a Freedom of Information request.

PUBLIC COMMENT

There were no public comments.

With no further business, the meeting adjourned at 7:05 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk