

Minutes of the Pittsford Town Board for October 15, 2024

**TOWN OF PITTSFORD  
TOWN BOARD  
OCTOBER 15, 2024**

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, August 8, 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; Laura Beeley, Deputy Town Clerk; Jessie Hollenbeck, Recreation Director; Kelly Eldred, Assistant to the Supervisor; Shelley O'Brien, Communications Director; Spencer Bernard, Chief of Staff.

**ATTENDANCE:** Eight 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**

Supervisor Smith advised that the United States Geologic Survey has named the reservoir off of Canfield Road by Mendon Ponds Park as Lake Fairchild. The Town Board had passed a resolution requesting this change earlier this year. The renaming is in honor of Herman Fairchild founder of the Geology Department at University of Rochester and the creator of Mendon Ponds Park. There will be an appropriate ceremony at a later date.

Pittsford's Family Halloween Fest is this Sunday, October 20, from 2:00 - 5:00pm at the Spiegel Pittsford Community Center, 35 Lincoln Avenue.

The State Canal Corporation is undertaking routine Canal Path Maintenance. This is not related to any plan to clear cut trees on the Canal path.

**MINUTES OF THE OCTOBER 1 MEETING APPROVED**

A Resolution to approve the minutes of the Town Board meeting of October 1,2024, was offered by Deputy Supervisor Taylor, seconded by Councilmember Townsend, 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 October 1, 2024, Town Board meeting are approved.

**OPERATIONAL MATTERS**

**PUBLIC COMMENTS**

No comments were submitted.

**VERIZON REQUEST FOR CELL PHONE ANTENNA**

Town Board members reviewed options presented by Verizon Wireless for its proposal to place a cell phone antenna or antennas on Town property behind the library, including options for placement on the library itself. These options were presented by Verizon at the previous Town Board meeting. Following discussion, the consensus that emerged was that none of the options appeared appealing and that,

Minutes of the Pittsford Town Board for October 15, 2024

consequently, the Board does not wish to agree to placement of an antenna or antennas on any of the portions of its property as depicted in the various renditions.

**AWARD BID FOR REPLACEMENT OF LIBRARY FLAT ROOF SYSTEM**

The bid was awarded to Elmer W. Davis. Councilmember Koshykar asked if all requirements were met by Elmer W. Davis’s bid. Paul Schenkel, Commissioner of Public Works advised that all requirements were met and that they have done work for the Town before.

A Resolution to award the bid for Replacement of Library Flat Roof system to Elmer w. Davis 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.

The Resolution was declared carried as follows:

**RESOLVED**, that the Bid was awarded to Elmer W. Davis and approved.

**FINANCIAL MATTERS**

**PUBLIC COMMENTS**

No comments were submitted.

**CREATION AND FUNDING OF LIBRARY ROOF REPLACEMENT CAPITAL PROJECT**

A Resolution to approve the Creation and funding of Library Roof Replacement Capital Project was offered 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 Resolution was declared carried as follows:

**RESOLVED**, that the Creation and funding of Library Roof Replacement Capital Project and approved.

**EQUIPMENT SURPLUS APPROVAL**

A resolution to approve the surplus items was offered by Supervisor Smith, seconded by Councilmember Taylor, 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 attached list of equipment be declared surplus and be removed from the Town’s inventory.

Asset #	Description	Department	Cost	Status
15993	AIR COMPRESSOR - PORTABLE	Sewer	\$ 304.00	Auction
13619	TRIPOD W/CARRY BAG	Sewer	\$ 560.00	Auction
13738	ALUMINUM TRIPOD	Sewer	\$ 413.00	Auction
18142	TOMMY GATE FOR TRUCK # 225-1	Sewer	\$ 2,900.00	Auction
18143	TOMMY GATE FOR TRUCK # 226-1	Sewer	\$ 2,900.00	Auction
18784	FORD F-250 VAN # 202-2	Sewer	\$ 22,601.00	Auction
17283	1/2 TON ELECTRIC CHAIN HOIST	Sewer	\$ 2,079.00	Auction
18158	FORD F-250 W / PLOW # 336-1	Parks	\$ 32,111.00	Auction
18119	FORD F-350 CREWCAB PICKUP # 418-1	Highway	\$ 29,830.00	Auction
17204	CAB & CHASSIS W / MAXAR RADIO - #456	Highway	\$ 86,990.00	Auction
17204A	DUMP BODY # 456	Highway	\$ 56,509.00	Auction
17207	FRONT PLOW # 456	Highway	\$ 10,000.00	Auction
17209	WING PLOW # 456	Highway	\$ 8,000.00	Auction

**OCTOBER VOUCHERS APPROVED**

Minutes of the Pittsford Town Board for October 15, 2024

Board members acknowledged review of the vouchers proposed for payment and a resolution to approve the proposed vouchers was offered 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 Resolution was declared carried as follows:

**RESOLVED**, that the **October vouchers from numbers 167790 - 168187, totaling \$1,059,637.56** were approved for payment.

**PERSONAL 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 Councilmember Townsend, seconded by Deputy Supervisor Taylor, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared passed as follows:

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

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

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

Name	Dept	Position	Rate	Date of Hire
Natalie Soto	Recreation	Rec Asst - Child watch	\$17.13	10/07/2024
Alexander Sippel	Recreation	Rec Asst - Afterschool	\$15.00	10/08/2024
Gloria Clouser	Recreation	Rec Asst – Front Desk	\$17.13	10/17/2024
Samra Beslagic	Recreation	Rec Asst – Front Desk	\$17.13	10/17/2024
Cecelia O’Dell	Library	Library Clerk – PT	\$18.82	10/17/2024
Lisa Allen	Library	Library Aide – PT	\$17.14	10/17/2024
Laura Zimmer	Recreation	Rec Asst – Front Desk	\$17.13	10/18/2024
Erik Smegelsky	DPW	Asst Building Inspector	\$32.96	10/28/2024

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

Name	Position	Reason	Rate	Effective
Karen Ward	Data Entry Cashier PT	Assist with transition	\$17.13	10/28/2024

**PUBLIC COMMENT**

Jane Maclean and Cece Ward, Girl Scouts working on their Silver award project about littering, asked permission to place a recycling bin made in the shape of a carp at Carpenter Park at the Port of Pittsford.

Mary Moore spoke regarding leaving habitats for pollinators in the fall.

**OTHER BUSINESS**

Councilmember Havannavar asked whether “resting red” traffic lights would be useful for the Town. Supervisor Smith noted that the Town does not own or maintain any traffic signals. The Commissioner of Public Works confirmed this. All traffic signal lights in the town are on either state or county roads and are owned by the state or county.

## Minutes of the Pittsford Town Board for October 15, 2024

Councilmember Havannavar was wondering what can be done about speeding bikes and scooters on Pittsford Trails. Commissioner of Public Works Paul Schenkel advised new signs are being placed at trails entrances regarding this matter.

Councilmember Havannavar noted reports of eggs being thrown at cars from a particular parcel in the southeast of the Town.

Councilmember Havannavar also asked if the Town had an emergency plan for winter. Supervisor Smith advised that the Town has plans for winter storm emergencies and that this and all other emergency plans are reviewed regularly by a security committee consisting of representatives of the fire districts that's cover Pittsford, the Sheriff's Office, the School District, the Monroe County Emergency center and Town officers including the Fire Marshall and Code Compliance Officer and the Town Supervisor.

Councilmember Havannavar asked the Commissioner of Public Works to look into keeping park restrooms open 24 hours during the winter.

Councilmember Havannavar was wondering about online application for dog licenses. Brian Luke, Finance Director, noted that funding for this will be included in the Supervisor's budget proposal for 2025.

Councilmember Havannavar then asked about adoption of the budget for 2025. The Supervisor responded that he would be proposing a budget at the Board's next meeting, that this would be followed by a public hearing at the meeting after that, where the Board can vote to approve the budget. Supervisor Smith advised that the County considers it urgent for its own budgeting for the following year to have all town budgets approved by November of each year.

With no further business, the meeting adjourned at 7:00 P.M.

Respectfully submitted,

Laura Beeley  
Deputy Town Clerk