

Minutes of the Pittsford Town Board for September 19, 2023

**TOWN OF PITTSFORD
TOWN BOARD
SEPTEMBER 19, 2023**

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, September 19, 2023, 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 Cathy Koshykar, Katherine B. Munzinger, and Kim Taylor.

ABSENT: Councilmember Stephanie Townsend.

ALSO PRESENT: Staff Members: 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: Eleven 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

September is Ovarian Cancer Awareness Month and is being recognized by the teal ribbons around Town.

The Food Scrap Recycling Program has started. Participants should remember to deposit their food waste in the designated totes. Please remember to scan the QR code.

Supervisor Smith visited the pollinator garden at Great Embankment Park the other day and reported it is full of activity by the bees and butterflies. He also reminded residents of the Pollinator Pathway Challenge, which encourages residents to plant pollinator friendly plants in their yards. Residents can get a checklist on the Town website. Residents who plant at least ten plants from the supplied checklist and turn in the checklist at Town Hall will receive a metal yard sign recognizing their participation.

MINUTES OF THE SEPTEMBER 5 MEETING APPROVED

A Resolution to approve the minutes of the Town Board meeting of September 5, was offered by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor and Smith. Nays: none. Absent: Townsend.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the September 5, 2023, Town Board meeting are approved.

LEGAL MATTERS

PUBLIC COMMENTS

None.

APPROVAL OF GRANT AGREEMENT CONTRACTS WITH THE DORMITORY AUTHORITY OF THE STATE OF NEW YORK (DASNY)

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Supervisor Smith reviewed the projects to be covered with this grant funding, explaining this was the next step in the process for receiving the funds. He then made a motion to approve the grant agreement contracts and authorizing the Supervisor to execute both contracts, Deputy Supervisor Munzinger seconded the motion and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor and Smith. Nays: none. Absent: Townsend.

The Resolution was declared carried as follows:

RESOLVED, that the attached contracts in the form annexed hereto between the Town of Pittsford and the Dormitory Authority of the State of New York for projects designated respectively by DASNY as projects 24587 and 25722, be and hereby are approved; and

FURTHER RESOLVED, that the Town Supervisor be and hereby is authorized to execute both contracts on behalf of the Town.

FINANCE MATTERS

PUBLIC COMMENTS

No comments.

SEPTEMBER VOUCHERS APPROVED

Board members acknowledged review of the vouchers proposed for payment and a resolution to approve the proposed vouchers was offered by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor and Smith. Nays: none. Absent: Townsend.

The Resolution was declared carried as follows:

RESOLVED, that the September vouchers from numbers 162613 - 163032, totaling \$950,357.15 were approved for payment.

PERSONNEL 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 Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, and Smith. Nays: none. Absent: Townsend.

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

Name	Position	Reason for Change	Rate	Effective Date
Samuel Thompson	REC Asst	Group Lead -Afterschool	\$15.00	09/11/2023
Jonathan Power	REC Asst	Group Lead -Afterschool	\$15.00	09/11/2023

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

The Resolution was declared passed as follows:

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

Name	Position	Reason for Change	Rate	Effective Date
Samuel Thompson	REC Asst	Group Lead -Afterschool	\$15.00	09/11/2023

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Jonathan Power

REC Asst

Group Lead -Afterschool

\$15.00

09/11/2023

OTHER BUSINESS

Councilmember Taylor asked about the posting of the 25 mph signs. Commissioner Schenkel indicated they are slowly being installed. As capital improvement projects continue to be completed through the Town the signs will continue to be upgraded. DPW hopes to finish the project after leaf pick-up has completed for the year. Councilmember Koshykar noted that Town of Henrietta has an agreement with the Sheriff's Office to pay for special attention to certain places and for additional services and that Pittsford might consider this. She shared copies of the agreement with the Board. Supervisor Smith commented that he would read it and would discuss it with the Henrietta Supervisor. He noted that Pittsford routinely receives special attentions from the Sheriff without payment and that he has been consulting with the Town Attorney about the possibility of appointing one or more Town Constables to help deal with speeding enforcement and traffic safety, which State law permits. He suggested that if the Town pays for additional law enforcement personnel, such personnel should be directed by Town Hall and report to it.

PUBLIC COMMENT

Kimberly Kayiwa, Elizabeth Roth and Xueya Cai offered comments.

With no further business, the meeting adjourned at 6:37 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk