

Minutes of the Pittsford Town Board for August 5, 2025

TOWN OF PITTSFORD TOWN BOARD August 5, 2025

Proceedings of a meeting of the Pittsford Town Board held on Wednesday, August 5, 2025, 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.

ABSENT: Kim Taylor.

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: Two members of the public along with an interpreter attended.

Supervisor Smith called the Town Board meeting to order at 6:02 P.M. and invited all to join in the Pledge to Flag.

SUPERVISOR'S ANNOUNCEMENTS

The Town's Outdoor Summer Movie Nights continue this Thursday, August 7, with a showing of Inside Out 2. The movie starts at sundown at the Speigel Community Center.

Canal concert series continues this week with Deepak Thettu, on Friday evening at the Port of Pittsford at 6:30 PM.

This week is National Farmers Market week – Pittsford has many around Town all are encouraged to patronize those in Town.

Deputy Supervisor Kim Taylor and Monroe County Sherriff Todd Baxter will be offering a women's self-defense class next Monday, August 11 from 6PM to 9PM at the Edgewood Church, 111 Jefferson Rd. To register please email her at ktaylor@townofpittsford.org.

MINUTES OF THE JULY 15 MEETING APPROVED

A Resolution to approve the minutes of the Town Board meeting of July 15, 2025, was offered by Councilmember Havannavar, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the July 15, 2025, Town Board meeting are approved.

OPERATIONAL MATTERS

BOARD DISCUSSION: SCHEDULED DEPLOYMENT OF RADAR SPEED TRAILERS

Board members reviewed the schedule of speed trailer locations compiled by Commissioner Schenkel and suggested additional sites to add to the list. The schedule reviewed by the Board, revised to add the additional suggestions made by Board members, is attached to these minutes as Appendix A.

FINANCE MATTERS

APPOINTMENT OF CANANDAIGUA NATIONAL BANK AS DEPUTY TAX RECEIVER

Supervisor Smith moved the resolution to permit Canandaigua National Bank and Trust to continue to collect taxes on the Town's behalf and deposit them directly into the Town's Tax Account, by appointing Leigha Pitt, Service Manager at the Pittsford Branch of Canandaigua National Bank and Trust, as a Deputy Receiver of Taxes. Councilmember Koshykar seconded. Members voted as follows: Ayes: Havannavar, Koshykar, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that Leigha Pitt, Service Manager at the Pittsford Branch of Canandaigua National Bank and Trust is appointed Deputy Receiver of Taxes for the Town of Pittsford for 2025-2026 and is authorized to collect the 2025-2026 School Taxes and the 2026 Town and County Taxes during the interest-free collection periods.

EQUIPMENT SURPLUS APPROVAL

A resolution to approve the surplus items was offered by Councilmember Townsend, seconded by Councilmember Havannavar, and voted on by members as follows: Ayes: Havannavar, Koshykar, 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
21558	BOBCAT SKID STEER WITH WHEEL SAW	Highway	\$ 43,456.00	Trade-in

PERSONNEL MATTERS

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 Councilmember Havannavar, and voted on by members as follows: Ayes: Havannavar, Koshykar, 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
Maya Santiago-Smith	Library	Library Aide – PT	\$17.59	08/07/2025

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

Name	Dept	Position	Rate	Date of Hire
Terra Robinson	Town Clerk	Court Clerk – Sub	\$30.00	08/07/2025

OTHER BUSINESS

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Councilmember Havannavar mentioned the stop sign at Barker Rd at West Bloomfield Rd had been hit and needs replacing. Commissioner Schenkel stated it had been reported to the Monroe County DOT for replacement.

With no further business, the meeting adjourned at 6:20 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk

APPENDIX A

Radar Speed Signs

Pole Mounted Radar Signs

<u>Road</u>	<u>Direction</u>	<u>Location</u>	<u>Notes</u>
East Avenue	North	South of Pine Acres	
French Road	West	East of Naz	
Knickerbocker Road	West	West of Van Cortland	<i>Sign damaged. Working on replacement</i>
Mill Road	North	@ Millwood Court	
Mitchell Road	West	17 Mitchell Road	
Mitchell Road	East	50 Mitchell Road	<i>Road hump eliminates need for sign</i>
Tobey Road	West	@ Stonecreek Lane	
Van Voorhis Road	East	@ Kingsfield Drive	

****2 signs remain in reserve to replace those damaged or out of service***

Trailer Mounted Radar Signs

We currently have 3 trailer mounted radar speed signs. A 4th trailer is on order to replace one destroyed in a motor vehicle accident. Signs are meant to be deployed as needed for no more than 1 to 2 weeks. Trailer mounted signs can not be placed during the snow and ice season.

Sign locations at beginning of school year (Week of September 1)

Barker Road at Middle School
Mendon Road at Charter Oaks crosswalk and Thornell Farm Park
Park Road - west bound coming out of Perinton
Thornell Road – west of school driveway

Rotating Locations for Signs

Duration of Placement: 1 – 2 weeks.

<u>Location</u>	<u>Placement Frequency (May – October)</u>
Allens Creek	Every 6 weeks
Arlington Drive	Every 3 months
Arrowhead Road	Early July – Start of Camp
Bromley Road – near BRMS	Every 6 weeks
Clover Street – various locations south of Jefferson	Every 6 weeks
Crestview Drive	Every 2 months
Cricket Hill Drive	Every 2 months
East Street – just south of Squire Lane, near Laureldale Drive, and Rosewood Crossing	Once per month
French Road – near Lock 62 crossing	Every 6 weeks
Guilford Way	Once per season
Jordan Road	Every 6 weeks
Kilbourn Road before OHCC	Every 2 months

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Mendon Center Rd – various locations	Once per month
Mendon Road – various locations	Every 6 weeks
Park Road – just east of Railroad Mills and opposite 22 Park Rd	Once per month
Palmyra Road – east of Woodcreek Drive	Every 6 weeks
Railroad Mills Road – near Auburn Trail crossing	Every 6 weeks
Reitz Parkway	Every 2 months
S. Main Street – south of Village	Every 6 weeks
Stone Road – various location	Every 6 weeks
Stuyvesant Road – various locations	Every 6 weeks
Sunset Boulevard	Just after start and before end of School year
Thornell Road – near Rosewood	Every 6 weeks
Turning Leaf Drive	Every 2 months
West Bloomfield Road – near curve	Every 6 weeks
Willard Road	Once per season