

Minutes of the Pittsford Town Board for August 19, 2025

TOWN OF PITTSFORD TOWN BOARD August 19, 2025

Proceedings of a meeting of the Pittsford Town Board held on Wednesday, August 19, 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, and Kim Taylor.

ABSENT: None.

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: Seven 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 ANNOUNCEMENTS

The final family outdoor movie of the season, Sonic 3, is this Thursday at the Speigel Community Center, the movie will begin at dusk.

The Summer Concert Series will conclude this Friday, August 22, with a Billy Joel tribute band, The Downtown Men. The concert will start at 6:30 P.M. in Carpenter Park at the Port of Pittsford.

The Town has mailed brochures for Fall 2025 recreation programs. Registration for fall programs opened on August 18.

Congratulations to the Pittsford Central School District for ranking in the top 1% of public-school districts nationwide and ranked number one in the Rochester area. Thank you to the teachers, Superintendent, School Board and District staff.

MINUTES OF THE AUGUST 5 MEETING APPROVED

A Resolution to approve the minutes of the Town Board meeting of August 5, 2025, was offered by Councilmember Havannavar, 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 August 5, 2025, Town Board meeting are approved.

LEGAL MATTERS

PRESENTATION REGARDING POSSIBLE ANNEXATION OF PROPERTY TO EAST ROCHESTER

John Sciarabba, of LandTech Surveying and Planning P.L.L.C., presented on behalf of the owners of Northside Salvage, 954 West Linden Ave. As the business transitions to its third generation, they aim to modernize the structures and lessening the environmental impact by shifting the business model towards retail focused parts recycling. Vehicles would still be stripped for parts on-site, then held for a month to allow for additional parts stripping under the retail model and then transferred to a landfill. This allows for

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more of the vehicle to be utilized as customers could stop in and look for a part they needed, saving money and landfill space by not purchasing new. Over time the company have purchased most of the surrounding properties and plan to use the additional space to relocate the operations more towards the northwestern boundary of the property line abutting the New York State Department of Transportation office. Modernization of the current structure and redesigned access points will decrease the number of curb cuts and reduce the current traffic conflicts such as trucks needing to back out onto Linden Ave.

Currently 940, 942, 944, 946, 952, 954 and 956 West Linden Avenue are part of the Town of Pittsford, while 962 West Linden Ave is a 10.70-acre parcel that abuts the Town of Pittsford parcels is within the Village/Town of East Rochester. The property owners are requesting annexation of the six Town of Pittsford properties over to the Village/Town of East Rochester to allow for easier compliance with zoning restrictions since there are differences in how the two municipalities zone West Linden Ave. Board members discussed the implications of the of the request on the Town, appropriate buffering of the project and proposed a site visit to assist Board Members in evaluating the proposal. Board members discussed the practicalities of the project being subject to the planning process of a single municipality, in this case East Rochester, versus a split approval process without annexation, with both East Rochester and Pittsford reviewing the application for their respective parcels within the proposed development site.

FINANCE MATTERS

PRESENTATION BY POWER MANAGEMENT

Anthony Begemann of Power Management reviewed the Town's current contract for natural gas, which is about to expire. On behalf of Power Management, he proposed a new contract with a significantly lower rate, reviewing factors bringing the cost down. The rate under the proposed new contract, which would commence October 1, would be \$4.913 per dekatherm. This represents a decrease of \$1.569 per dekatherm compared to the current, expiring, contract. It would result in \$19,000 in savings for the Town over the 3-year term of the proposed contract.

APPROVAL OF CONTRACT WITH POWER MANAGEMENT FOR NATURAL GAS

Following the presentation by Power Management, Deputy Supervisor Taylor made a resolution authorizing the renewal of the natural gas contract, seconded by Supervisor Smith 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 Town Board authorizes the renewal of the natural gas contract as recommended by Power Management.

AUGUST 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 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 August vouchers from numbers 171695 - 172173, totaling \$2,115,561.52 were approved for payment.

PERSONNEL MATTERS

RE-APPOINTMENT OF PITTSFORD TOWN ASSESSOR STEPHEN ROBSON

A motion to appoint Stephen Robson to another term as Town Assessor was made by Councilmember Koshykar and seconded by Councilmember Townsend. The Board voted as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

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RESOLVED, that the appointment of Stephen Robson as Town Assessor for the Town of Pittsford, for a term of six years running from October 1, 2025 to September 30, 2031, be and hereby is approved.

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 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
Shealyn Peer	Recreation	Rec Asst – Afterschool Dir.	\$20.17	08/27/2025

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
Sadie Vinci	Recreation	Summer Fun Group Leader	\$16.64	08/18/2025
Simon George	Recreation	Summer Fun Group Leader	\$16.64	08/18/2025

NYS ASSESSOR'S ASSOCIATION CONFERENCE ATTENDANCE

Supervisor Smith moved to approve the attendance to the NYS Assessor's Association Conference for the Town Assessor, seconded by Councilmember Koshykar 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 authorize the Town Assessor, Steve Robson, to attend the 2025 NYS Assessor's Association Fall Conference and Training, and to be reimbursed for all associated expenses.

OTHER BUSINESS

APPROVAL OF INTERMUNICIPAL AGREEMENT WITH MONROE COUNTY FOR BARKER ROAD SIDEWALK PROJECT

Supervisor Smith mentioned that copies of the agreement had been sent to Board members by email and each had received a printed copy at tonight's meeting. In discussing the project, Councilmember Townsend inquired whether it could include a flashing beacon for the crosswalk directly in front of the school. Deputy Supervisor Taylor made a motion to approve the contract and to authorize the Supervisor to sign it on behalf of the Town. This was seconded by Councilmember 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 Intermunicipal Agreement between Monroe County and the Town of Pittsford, in the form annexed hereto, be and hereby is approved; and

FURTHER RESOLVED, that the Town Supervisor be and hereby is authorized to sign such Intermunicipal Agreement on behalf of the Town.

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Councilmember Townsend asked for a status update on a complete streets policy for the Town, Commissioner Schenkel noted that work on it is still in progress.

Councilmember Havannavar inquired whether the Town could incur liability if children or others on e-bikes or e-scooters have an accident on a Town street or sidewalk. He suggested reviewing how other municipalities may be handling the issue. The Supervisor suggested a review by the Town Attorney.

With no further business, the meeting adjourned at 7:26 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk