

Minutes of the Pittsford Town Board for September 2, 2025

TOWN OF PITTSFORD TOWN BOARD September 2, 2025

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, September 2, 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; Holly Jennings, Communications Assistant; Spencer Bernard, Chief of Staff.

ATTENDANCE: Zero 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

Reminder to all residents that school starts this week. Please use caution when driving and pay attention to speed limits and obey all stopped school buses. As in the past, speed radar trailers will be deployed by the first day of school in predetermined locations.

The Friends of the Pittsford Library will be hosting their September Book Sale starting next Thursday, September 11 and running through Saturday, September 13.

The Pittsford Food Truck and Music Festival is next Saturday from Noon to 9 P.M. There is an exciting musical lineup planned, and the event will conclude with a fireworks show at 9 P.M. along the canal.

MINUTES OF THE AUGUST 19 MEETING APPROVED

A Resolution to approve the minutes of the Town Board meeting of August 19, 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 19, 2025, Town Board meeting are approved.

LEGAL MATTERS

GEOCA SUBDIVISION RIGHT OF WAY LANDS DEDICATION

The Geoca Subdivision is proposed to add three additional single-family homes. As part of the plan a 0.782 acre-wide strip of land is to be dedicated to the Town to allow for a future re-route of Stone Rd., if determined to be necessary. It would alleviate the congestion currently seen at the four-corner intersection of Stone Rd., Mendon Center Rd., Mendon Rd., and South Main St. This right-of-way could fall under either State or County authority, typically it defaults to the higher authority. Councilmember Townsend made a motion to accept the land dedication; seconded by Deputy Supervisor Taylor and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

Minutes of the Pittsford Town Board for September 2, 2025

The Resolution was declared carried as follows:

WHEREAS, Eric P. Geoca and Lynne G. Tempest, by "Offer of Dedication for an Area of Right of Way That Allows for a Future Public Highway", dated August 20, 2025, has offered to dedicate one parcel of land in the Town of Pittsford, Monroe County, New York, consisting of a total of approximately 0.782 acres of land of the Geoca Subdivision, has been presented to the Town Board of the Town of Pittsford, and it appearing therefrom to the satisfaction of the Town Board that the lands so offered for dedication have been and are properly surveyed and mapped and should be accepted as public right of way of said Town, and that all claims for damage have been properly released;

NOW, on Motion duly made and seconded, it was

RESOLVED, that the Town Board of the Town of Pittsford does hereby consent that the aforesaid right of way lands, located in the Town of Pittsford, Monroe County, New York, and as more particularly described as set forth on Schedule A and shown on Exhibit 1 annexed to said written offer, and the Town Superintendent of Highways is authorized to make an order laying out the lands described in said dedication once the road is proposed to be extended; and be it further

RESOLVED, that any taxes that are currently due or will become due on said parcels of land, as a result of the assessment roll in effect at the time of this acceptance, shall be the responsibility of the grantor dedicating the parcel of land to the Town; and

RESOLVED, that the Town Board does hereby consent that the land comprising the aforesaid public highways be accepted in dedication.

FINANCE MATTERS

CREATION AND FUNDING OF BARKER ROAD SIDEWALK CAPITAL PROJECT

Supervisor Smith commented that this is for the Intermunicipal Agreement approved at the last meeting. He then made a motion for the creation and funding of the Barker Road Sidewalk Capital Project, 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 Finance Director is authorized to create the Barker Road Sidewalk Capital Project.

FURTHER RESOLVED, that the Finance Director is authorized to fund this Capital Project with Part Town Highway Fund money totaling \$98,500.

FURTHER RESOLVED, that the Finance Director is authorized to do all necessary budget amendments and transfers associated with the funding of this Capital Project.

PERSONNEL MATTERS

AMERICAN PLANNING ASSOCIATION ANNUAL CONFERENCE

Councilmember Havannavar made a motion to approve conference attendance for the Planning and Zoning Department staff to attend the American Planning Association Annual Conference, 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 April Zurowski and Doug DeRue to attend the American Planning Association Annual Conference scheduled for October 10 to October 12 in Rochester, NY.

Minutes of the Pittsford Town Board for September 2, 2025

OTHER BUSINESS

In response to last meetings discussion regarding property annexation to ER Supervisor Smith commented to board members that a site visit to Northside Salvage Yard has been scheduled for Saturday, September 20, and asked board members for a preference between a 9:00 A.M. or 9:30 A.M. start time. It was determined to that 9:00 A.M. would work for everyone.

Councilmember Havannavar asked for a list of current sidewalk projects and the status of each, to share with residents when they inquire.

Councilmember Koshykar inquired measures the Town could take to assist with awareness of the crosswalks on Washington Rd at both Oak Manor Drive and Charmwood Rd entrances. Commissioner Schenkel indicated he would reach out to the New York State Department of Transportation, since the road falls under their jurisdiction, to see what they suggest.

With no further business, the meeting adjourned at 6:14 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk