

Minutes of the Pittsford Town Board for September 16, 2025

TOWN OF PITTSFORD TOWN BOARD September 16, 2025

Proceedings of a meeting of the Pittsford Town Board held on Wednesday, September 16, 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: Robert Koegel, Town Attorney; Paul Schenkel, Commissioner of Public Works; Renee McQuillen, Town Clerk; Jessie Hollenbeck, Recreation Director; Angel Martinez, Director of IT; Kelly Eldred, Assistant to the Supervisor; Shelley O'Brien, Communications Director; Spencer Bernard, Chief of Staff.

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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 Supervisor thanked the Town Recreation and Highway Departments for all of their work on the Town's annual Food Truck and Music festival.

Thank you to Assemblymember Lunsford for the grant of \$175,000 for the ADA playground planned for Kings Bend Park.

The Village will be hosting an Erie Canal Bicentennial Celebration the weekend of September 27. More details can be found on the both the Town and Village websites.

This Saturday is the Historic Pittsford Gala marking the 60th anniversary of the organization. Tickets for the event can be purchased on Historic Pittsford's website.

FINANCE MATTERS

BUDGET AMENDMENT APPROVED

A resolution to approve the budget amendment was offered 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 carried as follows:

Be it resolved that the following is approved:

That \$6,900.00 be transferred from 0001-9950-9000-0001-0001 (General Fund – Transfer to Capital) to 0001-2620-2007-0010-0001 (General Fund – Town Hall Capital Improvements) for installing a tankless water heater.

EQUIPMENT SURPLUS APPROVAL

A resolution to approve the surplus items was offered by Councilmember Townsend, seconded by Deputy Supervisor Taylor, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

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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
18707	2019 Ford F-550 Super Duty	Parks	\$ 57,741.00	Trade-in
20220	2020 Ford F-550 Super Duty	Parks	\$ 56,678.00	Trade-in

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 Taylor, 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 September vouchers from numbers 172174 - 172488, totaling \$998,477.13 were approved for payment.

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 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 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
Amelia Alexander	Library	Library Aide – PT	\$17.59	09/17/2025

OTHER BUSINESS

Supervisor Smith shared sidewalk project information in response to Councilmember Havannavar's request at the last meeting. The following sidewalks are in various states of development: Mendon & Thornell Rd sidewalk, the Barker Rd. sidewalk, connecting Hopkins Park and the Copper Woods neighborhood to Barker Rd. Middle School, East St., Tobey Rd., and Phase 3 of French Rd. which will span from Winding Rd. to Main St. in the Village. Councilmember Koshykar inquired about a Stone Rd. sidewalk. Commissioner Schenkel commented that it is next on the list, but pedestrian crossings still need to be installed by the NYS Department of Transportation where Stone Rd. and Clover St. intersect.

Councilmember Havannavar expressed his appreciation to Assemblymember Lunsford's office for granting funds for the ADA playground which will allow for the upgraded ADA complaint surface and the possible addition of an ADA compliant fishing platform. Before the plan moves ahead, he recommends it be reviewed by the Town Equity Committee. He suggested that information about creating Lighting Districts be included on the Town website and asked the Board to consider this at a future meeting.

Deputy Supervisor Taylor encourages residents to visit the library if they have not been there recently, to see the upgrades at the library including new doors, furniture, carpets, study areas and murals. She

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mentioned that a local teenager fighting cancer has organized a pickleball tournament on October 11. All funds raised will go to local families battling cancer. More information can be found on the Fairport Pickleball Club website.

PUBLIC COMMENT

Sara Gazarek commented.

With no further business, the meeting adjourned at 6:23 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk