

Minutes of the Pittsford Town Board for April 15, 2025

**TOWN OF PITTSFORD  
TOWN BOARD  
April 15, 2025**

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, April 15, 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 and Cathy Koshykar.

**ABSENT:** Councilmembers Stephanie Townsend and Kim Taylor

**ALSO PRESENT:** Staff Members: Robert Koegel, Town Attorney; Paul Schenkel, Commissioner of Public Works; Renee McQuillen, Town Clerk; Cheryl Flemming, Personnel Director; Brian Luke, Director of Finance; Kelly Eldred, Assistant to the Supervisor; Shelley O'Brien, Communications Director; Spencer Bernard, Chief of Staff.

**ATTENDANCE:** Five 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**

Supervisor Smith made a presentation at last month's meeting of the County Supervisors' Association about pending State legislation that would allow towns to lower speed limits on State Roads within their boundaries. Introduced by members of the majority in each house of the State Legislature, the proposed law could be a true game-changer for deterring speeding and making roads and pedestrian crossings safer. The Supervisors' Association is preparing a letter to our local State representatives in support of this legislation and the State Association of Towns also supports it. Residents can send messages of support to our State Representatives; Senator Samra Brouk and Assemblymember Jen Lunsford asking them to vote in favor of this legislation.

Supervisor Smith read a proclamation recognizing Native Plants Month and presented it to Pamela O'Connor, who accepted on behalf of the Rochester Garden Club and Allens Creek Garden Club.

**ANNUAL AUDIT PRESENTATION BY BONADIO & CO.**

Randy Shepard of The Bonadio Group, the Town's independent auditors, reviewed the findings of the 2024 fiscal year audit. It was a clean report. Mr. Shepard noted that the Town continues to have strong internal controls and a sound financial status.

**MINUTES OF THE APRIL 1 MEETING APPROVED**

A Resolution to approve the minutes of the Town Board meeting of April 1, 2025, was offered by Councilmember Havannavar, seconded by Councilmember Koshykar, and voted on by members as follows: Ayes: Havannavar, Koshykar and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Minutes of the April 1, 2025, Town Board meeting are approved.

## LEGAL MATTERS

### **SET PUBLIC HEARING FOR LOCAL LAW NO. 2 OF 2025: AMENDING CHAPTER 109 “PARKS” OF THE PITTSFORD TOWN CODE BY ADDING §109-14 TO GOVERN DOCKING BOARD AT THE TOWN PARK OF THE PORT OF PITTSFORD**

Supervisor Smith made a motion to set a public hearing for Local Law #2 of 2025 for the May 6, 2025, meeting, second by Councilmember Havannavar and voted on by members as follows: Ayes: Havannavar, Koshykar and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that a public hearing be set for May 6, 2025 at 6:00 pm at the Town Hall for the consideration of proposed Local Law #2 of 2025, amending Pittsford Town Code Chapter 109 “Parks” by adding a new section 109-14 to govern the docking of boats at the Town Park of the Port of Pittsford, as set forth in the proposed written Hearing Resolution submitted herewith.

WHEREAS, true and correct copies of proposed Local Law No. 2 of 2025, amending Chapter 109 “Parks” of the Pittsford Town Code by adding § 109-14 to restrict the docking of boats at the Town Park of the Town of Pittsford, were delivered to each member of the Town Board; and

WHEREAS, due consideration has been given to the adoption of said proposed Local Law No. 2 of 2025, by all members of the Town Board who were present; and

WHEREAS, it was the considered opinion of all members of the Town Board who were present that a public hearing should be held on the 6th day of May, 2025, at 6:00 p.m. at the Town Hall, 11 South Main Street, Pittsford, New York, to consider the adoption of said proposed Local Law No. 2 of 2025;

NOW, on motion duly made and seconded, it was

**RESOLVED**, that a public hearing be held on the 6th day of May, 2025, at 6:00 P.M., Local Time, at the Town Hall, 11 South Main Street, Pittsford, New York, on the question of the adoption of said proposed Local Law No. 2 of 2025; and be it further

**RESOLVED**, that a Notice of Hearing and a copy of said proposed Local Law, or a summary thereof, be published in a newspaper previously designated as an official newspaper for publication of public notices, not less than five (5) days prior to said hearing; and be it further

**RESOLVED**, that the Town Clerk shall post certified copies of both this resolution and said proposed Local Law, or a summary thereof, on the Town website [www.townofpittsford.org](http://www.townofpittsford.org), and on the bulletin board, maintained by the Town Clerk pursuant to § 40(6) of the Town Law, for a period of not less than five (5) days prior to said public hearing.

### **RESOLUTION FOR HARRIET TUBMAN UNDERGROUND RAILROAD NEW YORK SCENIC BYWAY**

A motion was made by Supervisor Smith, seconded by Councilmember Havannavar, in support of designating State Route 31 as part of the Harriet Tubman Underground Railroad New York Scenic Byway, with members voting as follows: Ayes: Havannavar, Koshykar and Smith. Nays: none.

The Resolution was declared carried as follows:

WHEREAS, the historic qualities of the Harriet Tubman Underground Railroad New York Scenic Byway, as described in the corridor management plan, and the surrounding areas have been appreciated and celebrated for over a century by the residents of New York State, as well as tourists, historians, artists, authors, and other visitors to the region; and it is this unique combination of the journeys of Harriet Tubman and those freedom seekers who traveled on the Underground Railroad that

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create the special sense of place that is vital in telling the New York story of the human desire for freedom and the historic sites they utilized during their journey to emancipation; and

WHEREAS, the Steering Committee of the Harriet Tubman Underground Railroad New York Scenic Byway ("Steering Committee") has committed to working cooperatively to protect and promote the historic, scenic, recreational, and economic well-being of the 544-mile corridor throughout the state and has agreed to pursue the nomination of the Harriet Tubman Underground Railroad New York Scenic Byway; and

WHEREAS, the Steering Committee, that includes relatives of Harriet Tubman, descendants of freedom seekers, historians and representatives of state and federal agencies, has contributed to development of a corridor management plan by encouraging public participation, confirming the vision and goals, and leading planning meetings; and

WHEREAS, in developing a corridor management plan, the Steering Committee has promoted inter-municipal cooperation, increased funding opportunities for recommendations identified in the plan, partnerships with agencies responsible for the stewardship of resources along and adjacent to the proposed byway, and has worked to create an experience for visitors that interprets and promotes the corridor's intrinsic qualities and resources; and

NOW, THEREFORE, BE IT RESOLVED, that the Town of Pittsford supports the designation of the Harriet Tubman Underground Railroad New York Scenic Byway and supports development of programs for stewardship and enhancement of the historic scenic byway and management of future activities along its corridor; and

BE IT FURTHER RESOLVED, that the Town of Pittsford confirms that it will not approve any requests for new off-premise outdoor advertising signs along the route of the designated Harriet Tubman Underground Railroad New York Scenic Byway; and

BE IT FURTHER RESOLVED, that the Town of Pittsford intends to work in partnership with the other municipalities along the Harriet Tubman Underground Railroad New York Scenic Byway and with Visit Rochester and similar agencies in order to support future Byway programs, economic development, marketing, and collaborate with such entities to explore opportunities for cooperation to realize the Scenic Byway goals

**OPERATIONAL MATTERS**

**APPROVAL OF ANNUAL RABIES CLINIC**

A resolution to approve the annual rabies clinic was made by Supervisor Smith and seconded by Councilmember Koshykar and voted on by members as follows: Ayes: Havannavar, Koshykar and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Board authorize the Town Supervisor to approve expenditure of up to \$500.00 for a free Rabies Clinic to be held at the Town Highway Garage on Thursday, May 8, 2025 from 4:30 p.m. to 7:00 p.m.

**FINANCE MATTERS**

**BUDGET TRANSFER APPROVED**

A resolution to approve the budget transfer was offered by Councilmember Koshykar, seconded by Councilmember Havannavar, and voted on by members as follows: Ayes: Havannavar, Koshykar and Smith. Nays: none.

The Resolution was declared carried as follows:

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### **Be it resolved that the following are approved:**

That \$5,700.00 be transferred from 0001-1990-4000-0001-0001 (General Fund – Contingency) to 0001-2620-4118-0010-0002 (General Fund – SCC Repairs) to repair EV charging station.

### **COURT FINANCIAL REVIEW**

Supervisor Smith made a motion approving 2024 Bonadio & Co. financial review for the Town Court, it was seconded by Councilmember Havannavar and voted on by members as follows: Ayes: Havannavar, Koshykar and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Town Board acknowledges that the required Justice Court financial review, pursuant to Section 2019-a of the Uniform Justice Court Act, has been conducted and filed with the Town Clerk.

### **APPROVAL OF APRIL VOUCHERS**

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

The Resolution was declared carried as follows:

**RESOLVED**, that the March vouchers from numbers 170164 - 170519, totaling \$ 973,527.57 approved for payment.

### **PERSONNEL MATTERS**

#### **APPROVAL OF GFLRPC SPRING LOCAL GOVERNMENT WORKSHOP-TRAINING**

Councilmember Koshykar made a motion to approve sending employees to the Genesee / Finger Lakes Regional Planning Council training, seconded by Councilmember Havannavar, and voted on by members as follows: Ayes: Havannavar, Koshykar and Smith. Nays: none.

The Resolution was declared passed as follows:

**RESOLVED**, that the Town Board authorizes attendance for April Zurowski and Anna Piazza to the Genesee / Finger Lakes Regional Planning Council training on May 30, 2025 at Genesee Community College.

### **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 Havannavar, and voted on by members as follows: Ayes: Havannavar, Koshykar 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
Ethan VanBortel	Highway	Laborer–Seasonal	\$18.10	04/16/2025

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

<b>Name</b>	<b>Dept</b>	<b>Position</b>	<b>Rate</b>	<b>Date of Hire</b>
Drew Weisbeck	Recreation	Rec Asst – Rehire	\$15.50	04/14/2025
Emily Cook	Crossing Guard	Crossing-Sub to Perm PT	\$461.19/bi- wkly	04/16/2025
Joseph Angora	Parks	Laborer-Seasonal Rehire	\$18.60	05/05/2025
Sonny Nguyen	Parks	Laborer-Seasonal Rehire	\$19.10	05/05/2025

### **OTHER BUSINESS**

Supervisor Smith shared with board members that the AFSCME union has filed a certification petition with the State Public Employment Relations Board and there will be a hearing regarding the matter on April 17. Following this date there will be more information regarding timing for the vote by members of the Highway Department.

Councilmember Koshykar requested an executive session at the next meeting to discuss acquisition of Seyrek Disposal, the contractor for the Town's refuse districts, by Casella Waste Systems, Inc., and also the unionization matter.

Councilmember Havannavar asked if there were plans to train employees on the use of AI. It was recommended this be referred to the Director of IT.

Councilmember Koshykar inquired about coyote sightings near Jefferson Rd Elementary School, and also about concerns expressed by some residents of Jordan Rd. about traffic. The Supervisor noted that he has discussed the Jordan traffic issues with a resident who lives there. As a result, the Town has sent out letters to Jordan Road householders asking whether they would support striping the road with a center line, which could help slow down motorists.

With no further business, the meeting adjourned at 7:14 P.M.

Respectfully submitted,

Renee McQuillen  
Town Clerk