

Minutes of the Pittsford Town Board for May 6, 2025

**TOWN OF PITTSFORD
TOWN BOARD
May 6, 2025**

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, May 6, 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; Brian Luke, Director of Finance; Kelly Eldred, Assistant to the Supervisor; Holly Jennings, Communications Assistant; Spencer Bernard, Chief of Staff.

ATTENDANCE: Four members of the public along with an interpreters 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.

SUPERVISOR ANNOUNCEMENTS

A free rabies vaccine drive-thru clinic is being held at the Town Highway Garage this Thursday, May 8 from 4:30 - 7:00PM.

This week is National Municipal Clerks Week. Thanks to our Town Clerk and her staff for all they do to contribute to the proper running of the town and to serve residents every day.

PUBLIC HEARING: LOCAL LAW #2 of 2025 DOCKING OF BOARDS AT PORT OF PITTSFORD

Supervisor Smith opened the hearing and asked if any members of the public wished to speak. Hearing none, Supervisor Smith closed the public hearing.

LEGAL MATTERS

APPROVAL OF LOCAL LAW #2 OF 2025

Supervisor Smith made the motion to approve Local Law #2 of 2025: Amending Chapter 10 "Parks" of the Pittsford Town Code by adding § 109-14 to govern docking boats at the Town Park of the Port of Pittsford, 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:

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 govern the docking of boats at the Town Park of the Port of Pittsford, were placed upon the desks of all members of the Town Board of the Town Board, New York, more than seven (7) calendar days, exclusive of Sunday, prior to the 6th day of May, 2025; and

WHEREAS, there was duly published in a newspaper previously designated as an official newspaper for publication of public notices, and posted upon the bulletin board maintained by the Town Clerk pursuant to § 40(6) of the Town Law, a notice of public hearing to the effect that the Town Board would hold a public hearing 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 said Local Law No. 2 of 2025; and

Minutes of the Pittsford Town Board for May 6, 2025

WHEREAS, the said public hearing was duly held on the 6th day of May, 2025, at 6:00 P.M., Local Time, at the Town Hall, Pittsford, New York, and all persons present were given an opportunity to be heard, whether speaking in favor of or against the adoption of said Local Law No. 2 of 2025; and

WHEREAS, the adoption of Local Law No. 2 of 2025 governing the docking of boats at the Port of Pittsford is essentially a traffic or parking regulation and is not an "action" which may affect the "environment" as those terms are defined under 6 NYCRR § 617.2(b) & (l), or alternatively, is a Type II action not subject to review under SEQRA pursuant to 6 NYCRR § 617.5(c)(21), (26), & (33); and

WHEREAS, subsequent to the closing of said public hearing, and after all persons interested had been heard, the Town Board considered the adoption of said Local Law No. 2 of 2025; and

WHEREAS, it was the decision of the Town Board that said Local Law No. 2 of 2025 should be adopted;

NOW, on a motion duly made and seconded, it was

RESOLVED, that Local Law No.2 of 2025: Amending Chapter 109 "Parks" of the Pittsford Town Code by adding § 109-14 to govern the docking of boats at the Town Park of the Port of Pittsford, be adopted by the Town Board of the Town of Pittsford, New York, to read as annexed hereto; and it was further

RESOLVED, that within twenty (20) days subsequent to the 6th day of May, 2025, there shall be filed with the Secretary of State one certified copy of said Local Law No. 2 of 2025.

LOCAL LAW NO. 2 OF 2025: AMENDING CHAPTER 109 "PARKS" OF THE PITTSFORD TOWN CODE BY ADDING §109-14 TO GOVERN THE DOCKING OF BOATS AT THE TOWN PARK OF THE PORT OF PITTSFORD

Sec. 1 Title

This Local Law shall be known as "Local Law No. 2 of 2025: Amending Chapter 109 "Parks" of the Pittsford Town Code by adding § 109-14 to govern the docking of boats at the Town Park of the Port of Pittsford."

Sec. 2 Amendment #1 to Existing Law

The Pittsford Town Code, Chapter 109 "Parks," shall be amended by adding §109-14 to read as follows:

§109-14. Permitted boat docking at the Port of Pittsford.

The wharf area of the Port of Pittsford, between the Monroe Avenue and North Main Street bridges over the Erie Canal, is reserved for transient boat usage not to exceed 72 hours. Without the prior written permission of the Commissioner of Public Works, no boat may tie up to the dock at the Port of Pittsford town park for any time exceeding two periods of 72 consecutive hours during any 30-day period.

Sec. 3 Severability

If any clause, sentence, phrase, paragraph or any part of this Local Law shall for any reason be adjudicated finally by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Local law, but shall be confined in its operation and effect to the clause, sentence, phrase, paragraph or part thereof, directly involved in the controversy or action in

Minutes of the Pittsford Town Board for May 6, 2025

which such judgment shall have been rendered. It is hereby declared to be the legislative intent that the remainder of this Local Law would have been adopted had any such provision been excluded.

Sec. 4 Effective Date

This Local Law shall take effect immediately upon filing with the Secretary of State.

OPERATIONAL MATTERS

PRESENTATION FOR KINGS BEND PARK IMPROVEMENTS

Commissioner Schenkel reviewed the options available for updating the playground area, making it more inclusive for all. Proposed improvements include:

- Removing stone dust trail and replacing it with concrete
- Transfer platforms on inclusive and ADA elements
- Poured rubber floor for entire playground space or specifically in inclusive elements spaces. Remaining spaces would have engineered wood fiber mulch.
- Sensory play area
- Addition of a fishing dock in forebay area, not to impede on vegetation and help with geese control

For further details, including renderings and pricing, see presentation packet at the end of these minutes.

AWARD BID FOR INSTALLATION AND REPAIR OF CONCRETE SIDEWALKS

Following a request for pricing for the installation and repair of concrete sidewalks within the Town, bids were opened on April 30, 2025. The bid results are as follows:

Contractor	All Inclusive Base Bid Price	Option A (Pittsford restores)	Option B (Pittsford preps & restores)	Sidewalk Repair Option
Hynes Concrete	\$89.25 / \$350	\$78 / \$350	\$78 / \$350	\$100 / \$350
Keeler Construction Co.	\$111 / \$435	\$92 / \$435	\$93 / \$425	\$111 / \$425
Villager Construction Inc.	\$195 / \$600	\$175 / \$600	\$165 / \$600	\$225 / \$600

Deputy Supervisor Taylor made a motion to accept the bid from Hynes Concrete, 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, the Town Board accepts the bid from Hynes Concrete as the lowest responsible bidder.

FINANCE MATTERS

TOWN WIDE SPRING-CLEANING RECYCLING AND DISPOSAL EVENT

There will be a Spring-Cleaning Recycling And Disposal event on Saturday, June 7, from 9:00am to 12noon at the Pittsford Mendon High School bus loop. This event will be free to all Pittsford residents. Residents will be able to drop off of electronics, scrap metal, paint for recycling, documents for secure shredding and clothing. Information will be sent to residents about acceptable and non-acceptable items.

Minutes of the Pittsford Town Board for May 6, 2025

Deputy Supervisor Taylor made a motion to authorize a budget transfer of \$750 to fund the secure document shredding services, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

BUDGET AMENDMENT APPROVED

A resolution to approve the budget amendment was offered by Supervisor Smith, 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:

Be it resolved that the following are approved:

That \$6,500.00 be transferred from 0001-1990-4000-0001-0001 (General Fund – Contingency) to 0001-2620-4118-0010-0002 (General Fund – SCC Repairs) to replace the fire pump controller on the fire suppression sprinkler system at the Community Center.

That \$13,000.00 be transferred from 0001-1990-4000-0001-0001 (General Fund – Contingency) to 0001-7110-4003-0014-0007 (General Fund – Parks Garage Repairs/Maintenance) to replace the roof top HVAC unit for the Parks Department office.

That \$6,000.00 be transferred from 0001-1990-4000-0001-0001 (General Fund – Contingency) to 0001-1620-4201-0001-0001 (General Fund – Telephone) to convert several phone lines over to the VOIP phone system as a long-term cost saving measure.

That \$750.00 be transferred from 0001-1990-4000-0001-0001 (General Fund – Contingency) to 0001-6410-4400-0007-0001 (General Fund – Communications Contracted Services) to cover the cost of document shredding for the Spring-Cleaning Drop Event.

EQUIPMENT SURPLUS APPROVAL

A resolution to approve the surplus items was offered by Deputy Supervisor Taylor, 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:

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
18280	FORD F-550 #423-2	Highway	\$ 44,587.00	Auction
20173	BATTERY JUMPBOX FOR #400	Highway	\$ 217.95	Dispose
20179	24 VOLT JUMPER BOX	Highway	\$ 595.00	Dispose
16982	PLOW WING # 452	Highway	\$ 3,446.00	Auction
16981	VIKING PLOW #452	Highway	\$ 7,556.00	Auction
16980	DUMP TRUCK #452 INTERNATIONAL	Highway	\$ 146,560.00	Auction
17205	INTERNATIONAL DUMP TRUCK CAB & CHASSIS VEH# 455	Highway	\$ 86,990.00	Auction
17205A	DUMP BODY # 455	Highway	\$ 56,509.00	Auction
21515	VEH. #460-4 - EXMARK 60" LAZER E SERIES MOWER	Parks	\$ 13,481.00	Auction
17221	STIHL CUT-OFF SAW 16" TS 800 W/ CART & MOUNTING KIT	Sewer	\$ 1,315.95	Auction
17218	STONE 2 BAG MORTAR MIXER W/ 8HP HONDA MORTAR	Sewer	\$ 1,994.63	Auction
13827	ONAN EMERGENCY BACKUP GENERATOR W/ MGS TRAILER	Sewer	\$ 22,465.00	Auction
18720	RAM 1500 SLT QUAD CAB # 220-2	Sewer	\$ 30,156.00	Auction

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 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 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
Max Dominikoski	Highway	Seasonal Laborer	\$18.10	05/05/2025
Mariel Chenier	Parks	Seasonal Laborer	\$18.60	05/05/2025
Stephen Mangini	Parks	Seasonal Laborer	\$18.10	05/05/2025
Skirmante	Recreation	Rec Assistant	\$17.82	05/12/2025
Juodeikyte-Phillipone				
Eliana Menting De Alba	Recreation	Rec Assistant	\$15.50	05/12/2025
Drew Thurley	Highway	Seasonal Laborer	\$18.10	05/12/2025
Craig Kaper	Parks	Seasonal Laborer	\$18.60	05/12/2025
Lynda Page	DPW-Crossing	Crossing Guard	\$23.06/shift	05/22/2025
		Sub		

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
Ryan Burchett	Highway	Seasonal Laborer	\$18.35	05/05/2025
		Rehire		
Jonah Khishchencko	Recreation	Rec Asst – Rehire	\$16.64	05/05/2025
Luke Mascitti	Highway	Seasonal Laborer	\$18.60	05/12/2025
		Rehire		
Sophie Sheehan	Recreation	Rec Asst – Rehire	\$16.64	05/12/2025
Owen Webster	Sewer	Seasonal Laborer	\$18.35	05/15/2025
		Rehire		
Victoria Cleary	Recreation	Rec Asst – Rehire	\$20.17	05/18/2025
Anna Young	Recreation	Rec Asst – Rehire	\$15.50	05/19/2025

OTHER BUSINESS

Supervisor Smith gave board members updates on both the status of the waste hauler for refuse districts and the highway union petition status. Supervisor Smith and other staff met with the East Rochester Village Administrator and the head of East Rochester's municipal trash collection operations on what it would take for the Town to start managing trash pick up on its own. The Supervisor also met with local representatives of both Casella and Seyrek. Casella seems eager to prove they can provide the quality of service our agreement requires. It has executed a consent to the Town's formal request

Minutes of the Pittsford Town Board for May 6, 2025

to extend the existing contract through the end of 2027, the longest the contract allows. This locks in for residents the currentl highly favorable rate for trash collection for the longest period possible. The Town will prepare a letter to Refuse District residents about the changes in the trash hauler, the continuity of the current rate and the Town's efforts to monitor quality of service closely as the new company takes over. We wil also provide Refuse Districts residents with contact information for reporting problems with service, to which the Town will respond promptly.

At an April 17 meeting among the Public Employment Relations Board and representatives of the Town and the union, all parties agreed to an election for the Highway Department to determine whether its members want union representation. The election shall take place by mailed ballots. The Town will provide the union with mailing labels for all eligible highway employees. The balloting window will be from June 5 to July 3, 2025, with the votes to be counted at the PERB's offices in Buffalo on July 25.

Councilmember Havannavar noted that May is Asian American, Native Hawaiian, and Pacific Islander Heritage Month, recognizing people of AAPI backgrounds in Pittsford and their accomplishments and thanking the community for making them feel welcome in Pittsford. Councilmember Havannavar asked also about potholes on Sutherland St. Commissioner Schenkel responded that he would ask the Village of its plans for remediation, and that the Town is willing to assist with necessary repairs. Commissioner Schenkel noted that he is working with the Communications Director regarding posting online information about how to create a lighting district.

With no further business, the meeting adjourned at 7:00 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk