

Minutes of the Pittsford Town Board for October 21, 2025

**TOWN OF PITTSFORD  
TOWN BOARD  
October 21, 2025**

Proceedings of a meeting of the Pittsford Town Board held on Wednesday, October 21, 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.

**ATTENDANCE:** Forty 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 annual Pittsford Family Halloween Fest is this Sunday, from 12:00 PM to 2:00 PM at the Spiegel Community Center.

Leaf collection for 2025 has begun. Residents can use the leaf collection app on the Town website to see when trucks will be in your neighborhood. Residents are reminded not to pile leaves in the street as this can create hazardous conditions for drivers and the crews collecting.

October is Breast Cancer Awareness month. The library will be hosting UR Medicine's Mobile Mammogram Van on Wednesday, October 29, those interested in receiving a screening will need to schedule an appointment.

Early voting begins this Saturday, October 25. The locations closest to Pittsford are at the Pittsford Town Court, Brighton Farmers Market, Henrietta Public Library, and the Perinton Square Mall.

**SUPERVISOR'S BUDGET PRESENTATION**

Supervisor Smith shared his 2026 Budget proposal with board members.

The 2026 proposed budget will keep the tax rate flat at \$3.13 per \$1,000 of assessed property value for the fifth consecutive year. Altogether, since 2018 the supervisor's budgets represent a cumulative tax rate cut of more than 9%, reducing the rate from \$3.44 per thousand dollars of assessed value to \$3.13. . The proposed 2026 budget continues all current Town services at the same level.

Highlights of the proposal include:

- Holds tax rate flat at \$3.13 per thousand dollars. Cumulatively since 2018, more than a 9% cut in the Tax Rate in budgets submitted by the Supervisor for a Town Board vote.
- More funding for our Residential Road Repaving Program
- Funds for Pedestrian Safety improvements and measures to reduce speeding
- Full support for Pittsford Community Library

## Minutes of the Pittsford Town Board for October 21, 2025

- Maintains full funding for Community Events and Recreation Programs
- Maintains funding for Elderberry Express
- Maintains full funding for Senior programs including:
- Lunch Program for Seniors
- More outdoor programs in pavilion
- 2% increase for Pittsford Youth Services. Total increase in funding for PYS since 2017 has been 90%.
- 2% increase for Pittsford Volunteer Ambulance
- Funds the 13.9% increase in employee medical costs
- Funds the 4% increase in Dental Plan costs
- Continues Environmental initiatives – funds for tree planting program

### **PUBLIC HEARING SET FOR PROPOSED 2026 BUDGET**

The Supervisor noted the next Town Board meeting is on a Wednesday, not the usual Tuesday, which is Election Day. Supervisor Smith made a motion to set the Public Hearing on the proposed 2026 budget for the next Town Board meeting scheduled Wednesday, November 5, 2025, the motion was seconded by Deputy Supervisor Taylor and voted on as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that public hearings be and hereby are set for Wednesday, November 5, 2025, at 6:00 P.M. local time in the Pittsford Town Hall to consider the 2026 Preliminary Town Budget, the 2026 Special Districts Budgets, and the Sewer Rent Rolls and Debt Service Budgets.

### **MINUTES OF THE OCTOBER 2 MEETING APPROVED**

A Resolution to approve the minutes of the Town Board meeting of October 2, 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 October 2, 2025, Town Board meeting are approved.

### **OPERATIONAL MATTERS**

#### **SET BID DATE FOR INSTALLATION OF STATE STREET MEDIAN**

A motion to set a bid date for the installation of the State Street median was made by Supervisor Smith, with a second from Deputy Supervisor Taylor, and was 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 sets a bid opening date for the Installation of the State Street Median for November 20, 2025 at 11:00 AM.

### **RECREATIONAL MATTERS**

#### **WINTER 2026 RECREATION PROGRAMS**

A motion to approve the 2026 Recreation winter program schedule was made 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 Town Board approve the Recreation Department's 2026 winter programs and authorize the Town Supervisor to sign instructor contracts as required.

## Minutes of the Pittsford Town Board for October 21, 2025

### FINANCE MATTERS

#### OCTOBER 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 Taylor, 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 October vouchers from numbers 172489 - 172932, totaling \$1,878,521.91 were approved for payment.

### PERSONNEL MATTERS

#### PUBLIC COMMENTS

No comments were submitted.

#### 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 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
Riley Lawrence	Recreation	Rec Assistant	\$15.50	10/14/2025
Marianne Diaz	Library	Library Page - PT	\$15.50	10/23/2025

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

Name	Dept	Position	Rate	Effective Date
Andrew McCloskey	Highway	MEO I	\$30.82	10/20/2025

### OTHER BUSINESS

Following reports from residents of aggressive door to door sales methods, Supervisor Smith tasked the Town Attorney and Town Clerk with reviewing the current code covering peddlers, to advise about any possible updates deemed necessary or desirable.

Deputy Supervisor Taylor inquired about the possibility of having a speed monitoring trailer placed on Route 96 between Thornell Rd and East St following comments from residents regarding speeding along this stretch of highway. Commissioner Schenkel indicated he would have a trailer moved there as soon as possible. She questioned if the Thornell and Mendon Road sidewalk was complete.

Commissioner Schenkel stated it was nearing completion, and that the Barker Rd sidewalk has been completed.

Councilmember Havannavar confirmed that the proposed budget includes funding for the winterization of bathrooms in Town parks.

Minutes of the Pittsford Town Board for October 21, 2025

Councilmember Townsend asked if there would be an upcoming executive session for an update on the labor negotiations. Supervisor Smith reported the discussions are proceeding amicably, and he would reach out to our labor law counsel to schedule an update for the Town Board.

With no further business, the meeting adjourned at 6:30 P.M.

Respectfully submitted,

Renee McQuillen  
Town Clerk