

Minutes of the Pittsford Town Board for November 5, 2025

TOWN OF PITTSFORD TOWN BOARD November 5, 2025

Proceedings of a meeting of the Pittsford Town Board held on Wednesday, November 5, 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; Shelley O'Brien, Communications Director; Spencer Bernard, Chief of Staff.

ATTENDANCE: Three 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 Town will honor Veteran's Day this Friday, November 11 at 11:00 A.M. with a ceremony at Carpenter Park near the Port of Pittsford.

The Pittsford Food Cupboard needs donations.

PUBLIC HEARING FOR PROPOSED 2026 TOWN BUDGET

Supervisor Smith reviewed the proposed budget for those in attendance and then opened the public hearing. Hearing no comments, the public hearing was closed.

MINUTES OF THE OCTOBER 21 MEETING APPROVED

A Resolution to approve the minutes of the Town Board meeting of October 21, 2025, was offered by Councilmember Havannavar, 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:

RESOLVED, that the Minutes of the October 21, 2025, Town Board meeting are approved.

FINANCE MATTERS

APPROVAL OF THE 2025 BUDGET

Board members discussed allocations for new and continuing Town programs. Supervisor Smith moved the approval of the proposed 2026 Town of Pittsford, 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:

RESOLVED, that the 2026 Proposed Budget, Sewer Rents, Special Districts, and Debt Service budgets be approved as the 2026 Adopted Budget.

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EQUIPMENT SURPLUS APPROVAL

A resolution to approve the surplus items was offered by Councilmember Havannavar, 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 attached list of equipment be declared surplus and be removed from the Town's inventory.

Asset #	Description	Department	Cost	Status
18025	2020 CHEVY EQUINOX - VEH. #506-2	Assessor	\$22,537.87	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
Maggie Fisher-Liggera	Recreation	Rec Assistant	\$15.50	11/03/2025
Leila Pereyra	Recreation	Rec Assistant	\$15.50	11/03/2025
Mahetzi Alvarez-Sanchez	Recreation	Rec Assistant	\$15.50	11/03/2025
Justin Bott	Sewer	Laborer	\$20.50	11/06/2025

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
Brett Ferguson	Hwy	MEO III	\$24.74	11/03/2025
Zachery Lieber	Hwy	MEO III	\$24.74	11/03/2025

PUBLIC COMMENT

Supervisor Smith announced this will be Kelly Eldred's last meeting as she is moving on to a new opportunity. Board members expressed their gratitude for her service to the Town.

MOTION TO GO INTO EXECUTIVE SESSION

Supervisor Smith then moved to enter Executive Session for the purpose of an update from legal counsel about collective bargaining negotiations, seconded by Deputy Supervisor Taylor and members of the Board voted as follows: Ayes: Havannavar, Koshykar, Taylor, Townsend, and Smith. Nays: none.

Town Board entered Executive Session at 6:40 P.M.

Town Board reconvened following Executive Session at 7:07 P.M.

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With no further business, the meeting adjourned at 7:07 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk