

Minutes of the Pittsford Town Board for October 17, 2023

**TOWN OF PITTSFORD  
TOWN BOARD  
OCTOBER 17, 2023**

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, October 17, 2023, 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 Cathy Koshykar, Katherine B. Munzinger, 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; Kelly Eldred, Assistant to the Supervisor; Shelley O'Brien, Communications Director; Spencer Bernard, Chief of Staff; Cheryl Flemming, Personnel Director.

**ATTENDANCE:** Ten 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.

**SUPERVISOR'S ANNOUNCEMENTS**

- Leaf collection started on October 16; residents should anticipate crews in their neighborhood every 3 weeks. Pick up will continue until all the leaves are down.
- The PTSA Supersale is happening now through Thursday this week. It is located at the Mendon High School gym and the hours are 3:00 to 8:00 PM daily.
- The Pittsford Recreation Department is hosting its annual Halloween Fest on Sunday, October 22 at the Spiegel Center. Additional parking will be available at Sutherland High School.

**SUPERVISOR'S BUDGET PRESENTATION**

Supervisor Smith shared his 2024 Budget proposal with board members.

The proposed budget for 2024 keeps the tax rate flat, with no increase. The rate will remain at \$3.13 per \$1,000 of assessed property value. This preserves the cumulative tax rate cut of more than 9% since 2018. All current Town services will continue at the same level and there will be improvements.

- **Holds tax rate flat at \$3.13 per thousand dollars.** Cumulatively since 2018, more than a **9% cut in the Tax Rate**
- **Aggressive Residential Road Repaving Program**
- **Maintains funding for Pedestrian Safety improvements and measures to reduce speeding.**
- **3% increase in funding for Pittsford Youth Services. Total increase in funding for PYS since 2017 has been 88%. In addition to this year's ARPA funding for PYS.**
- Full support for **Pittsford Community Library**
- **Maintains full funding for Community Events** and Recreation Programs
- A 6% increase in funding for **Elderberry Express**

## Minutes of the Pittsford Town Board for October 17, 2023

- **Maintains full funding for Senior Programs including:**
  - Lunch Program for Seniors
  - Continuation of Senior pavilion picnic series
- **2% increase in funding for Pittsford Volunteer Ambulance**
- Funds the **12% increase** in medical costs.
- Funds the **3% increase** in Dental Plan costs.
- **Funds Paddle & Pour** and the *Food Truck & Music Fest*
- **Increased funding** for continuing maintenance of Town Parks and Facilities
- **Continues to fund Environmental initiatives.**
- **4% COLA for Town Staff** (No pay increase for Elected Officials)

In Board discussion following the presentation, the Supervisor confirmed that the proposed budget contained contingency funds sufficient to cover a contract with County Sheriff's Office for services beyond those to which the Town is legally entitled, in the event that, following review and public input, the Board chose to enter into such a contract. Councilmember Townsend asked about the effect on revenues and the budget of the State's recent expansion of eligibility for a property tax exemption.

### **MINUTES OF THE OCTOBER 5 MEETING APPROVED**

A Resolution to approve the minutes of the Town Board meeting of October 5 was offered by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Minutes of the October 5, 2023, Town Board meeting are approved.

### **LEGAL MATTERS**

#### **PUBLIC COMMENTS**

No comments were submitted.

#### **PUBLIC HEARING SET ON PROPOSED 2024 BUDGET**

Councilmember Townsend referred to the Town Board meeting schedule, noting that the next meeting had been scheduled for the day before Election Day rather than the day after. She recommended that for the sake of consistency, it be rescheduled to the day after. Board members commented that the issue is to move it to a day close to Election Day whether before or after. Thereafter Supervisor Smith made a motion to set the Public Hearing on the proposed 2024 budget for Monday, November 6, 2023, the motion was seconded by Councilmember Taylor and voted on as follows: Ayes: Koshykar, Munzinger, Taylor and Smith. Nays: Townsend.

The Resolution was declared carried as follows:

**RESOLVED**, that public hearings be and hereby are set for Monday November 6, 2023, at 6:00 P.M. local time in the Pittsford Town Hall to consider the 2023 Preliminary Town Budget, the 2024 Special Districts Budgets, and the Sewer Rent Rolls and Debt Service Budgets.

### **FINANCE MATTERS**

#### **PUBLIC COMMENTS**

No comments were submitted.

#### **OCTOBER VOUCHERS APPROVED**

Board members acknowledged review of the vouchers proposed for payment and a resolution to approve them was offered by Deputy Supervisor Munzinger, seconded by Councilmember Taylor, and

## Minutes of the Pittsford Town Board for October 17, 2023

voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the October vouchers from numbers 163033 - 163417, totaling \$1,066,738.59 were approved for payment.

### PERSONAL 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 Councilmember Townsend, seconded by Councilmember Taylor and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The following employee(s) are recommended as a new hire based on the recommendation of the Functional Coordinator(s) for these areas:

<b>Name</b>	<b>Dept</b>	<b>Position</b>	<b>Rate</b>	<b>Date of Hire</b>
Lindsay Whitaker	REC	Afterschool Counselor	\$14.20	10/18/2023
Cheryl Sugrue	Library	Library Aide	\$15.89	10/19/2023
Hannah Glanton	REC	Afterschool Counselor	\$14.20	11/06/2023
Olivia Verrasi	REC	Afterschool Counselor	\$14.20	11/06/2023
Genevieve Moore	REC	Afterschool Counselor	\$14.20	11/06/2023

This is subject to completion of the proper reviews and background checks for these candidates and appropriate sign off by the Town Board representative.

The Resolution was declared passed as follows:

**RESOLVED**, that the Town Board approves the appointment for the following employee(s):

<b>Name</b>	<b>Dept</b>	<b>Position</b>	<b>Rate</b>	<b>Date of Hire</b>
Lindsay Whitaker	REC	Afterschool Counselor	\$14.20	10/18/2023
Cheryl Sugrue	Library	Library Aide	\$15.89	10/19/2023
Hannah Glanton	REC	Afterschool Counselor	\$14.20	11/06/2023
Olivia Verrasi	REC	Afterschool Counselor	\$14.20	11/06/2023
Genevieve Moore	REC	Afterschool Counselor	\$14.20	11/06/2023

#### OTHER BUSINESS

Deputy Supervisor Munzinger welcomed the many students in attendance at this evening's meeting.

The Supervisor reported a request from the Design Review and Historic Preservation Board for consideration of appointing Alternate Members to that Board. The DR&HP Board reported that too often this year there have been problems having a quorum of members at meetings. Attorney Robert Koegel explained that this would require enactment of a local law providing for appointment of alternate members. Councilmember Townsend asked for data regarding attendance.

Supervisor Smith and board members extended their congratulations to Scott Wallman, Highway General Foreman, on his recent retirement from the Town following more than thirty years of service.

Minutes of the Pittsford Town Board for October 17, 2023

**PUBLIC COMMENT**

Natalie Maley commented.

With no further business, the meeting adjourned at 7:10 P.M.

Respectfully submitted,

Renee McQuillen  
Town Clerk