

Minutes of the Pittsford Town Board for August 6, 2024

**TOWN OF PITTSFORD
TOWN BOARD
AUGUST 6, 2024**

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, August 6, 2024, 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, and Stephanie Townsend.

ABSENT: Councilmember Kim Taylor.

ALSO PRESENT: Staff Members: Robert Koegel, Town Attorney; Paul Schenkel, Commissioner of Public Works; Renee McQuillen, Town Clerk; Kelly Eldred, Assistant to the Supervisor; Shelley O'Brien, Communications Director.

ATTENDANCE: Two 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 ANNOUCEMENTS

The next meeting for the Zoning Code Review will be next Wednesday, August 14 at 6 pm in the Lower-Level Meeting Room of Town Hall.

Upcoming Town sponsored events include at Family Movie Night showing Migration this Thursday starting at dark on the field at Sutherland High School, a Concert for kids on Wednesday, August 14 at 6:30 P.M. at the Spiegel Community Center, and the Friday night Summer Concert at the Port of Pittsford, features Todd East and Casino Royale this week.

FINANCE MATTERS

PUBLIC COMMENTS

No comments were submitted.

EQUIPMENT SURPLUS APPROVAL

A resolution to approve the surplus items was offered by Supervisor Smith, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Townsend, and Smith. Nays: none. Absent: Taylor.

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
08958	Ventrac Tractor	Parks	\$ 24,203.40	Auction

BUDGET AMENDMENT APPROVED

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

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The Resolution was declared carried as follows:

Be it resolved that the following is approved:

That 5.5112.2010.55.4 (PT Hwy – CHIPS Road Rehab) be increased by \$170,589.00. The source of the funds will be New York State Consolidated Highway Improvement Program (CHIPS) revenue.

OPERATIONAL MATTERS

PUBLIC COMMENTS

No comments were submitted.

SET PUBLIC HEARING FOR SEWER DISTRICT EXT JHSD-161 ON MENDON CENTER ROAD (GEOCA SUBDIVISION)

Supervisor Smith made the motion to set the Public Hearing for Sewer District Extension JHSD-161 for August 20, 2024, Councilmember Townsend seconded, and members voted as follows: Ayes: Havannavar, Koshykar, Townsend, and Smith. Nays: none. Absent: Taylor.

The Resolution was declared carried as follows:

Be it resolved that the following is approved:

WHEREAS, Petitions, signed by the all the owners of the taxable real property within the Sewer District "Extension JHSD-161," have been presented to the Town Board of Pittsford, Monroe County, New York; and

WHEREAS, no public monies are proposed to be expended for the Extension of the District; and

WHEREAS, the Sewer Entrance, Connection and other County Fees will be paid by the owners as stated in the petitions, prior to connecting to the sewer;

NOW, ON MOTION duly made and seconded, it is

RESOLVED AND ORDERED, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, on the 20th day of August 2024, at 6:00 o'clock P.M., Local Time, to consider the said Petition and to hear all persons interested therein, and for such other and further action on the part of the Town Board with relation to the said Petition as may be required by law or proper in the premises; and it is further

RESOLVED AND ORDERED, that a copy of the within Order be duly published in The Daily Record, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said hearing.

SET PUBLIC HEARING FOR COVENTRY RIDGE PARK DISTRICT

A resolution to set a Public Hearing for the for the formation of the Coventry Ridge Park District was offered by Councilmember Havannavar, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Havannavar, Koshykar, Townsend, and Smith. Nays: none. Absent: Taylor.

The Resolution was declared carried as follows:

WHEREAS, Petitions, signed by the owners of greater than 50% of taxable real property situated in the proposed "Coventry Ridge Park District," have been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Park District to be located in the Coventry Ridge Subdivision, the said proposed District being located in general terms on the streets of

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Coventry Ridge, Ravenna Crescent, Rockdale Meadows, Cherry Hills Drive, and Bellingham Creek, situated on the east side of Clover Street and north of the NYS Thruway, including 112 parcels anticipated to be developed, all as is more particularly set forth in the Petitions and maps as described herein; and

WHEREAS, no public monies are to be expended for the construction or acquisition of said District; and

WHEREAS, it is proposed that all improvements in the District be maintained by the Town during the existence of the said District and that the annual amount for maintenance thereof, estimated to be in the amount of \$322.00, for a typical homeowner in the first year of the Town's maintenance, shall be assessed upon the tax rolls of the owners of real property within the said District annually and to be paid by the said owners of real property within the said District annually on an ad valorem basis;

NOW, ON MOTION duly made and seconded, it is

RESOLVED AND ORDERED, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, on the 20th day of August 2024, at 6:00 o'clock P.M., Local Time, to consider the said Petitions and to hear all persons interested therein, and for such other and further action on the part of the Town Board with relation to the said Petitions as may be required by law or proper in the premises; and it is further

RESOLVED AND ORDERED, that a copy of the within Order be duly published in The Daily Record, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said hearing.

SET PUBLIC HEARING FOR WILSHIRE HILL PARK DISTRICT

A resolution to set a Public Hearing for the for the formation of the Wilshire Hill Park District was offered by Councilmember Townsend, seconded by Councilmember Havannavar, and voted on by members as follows: Ayes: Havannavar, Koshykar, Townsend, and Smith. Nays: none. Absent: Taylor.

The Resolution was declared carried as follows:

WHEREAS, Petitions, signed by the owners of greater than 50% of the taxable real property situated in the proposed "Wilshire Hill Park District," has been presented to the Town Board of Pittsford, Monroe County, New York, for the proposed creation of the aforesaid Park District to be located in the Wilshire Hill Subdivision, the said proposed District being located in general terms on the streets of Aden Hill, Black Wood Circle, Escena Rise, and Lexton Way, situated on the east side of Mendon Center Road and north of I-490, including 92 parcels, all as is more particularly set forth in the Petitions and maps as described herein; and

WHEREAS, no public monies are to be expended for the construction or acquisition of said District; and

WHEREAS, it is proposed that all improvements in the District be maintained by the Town during the existence of the said District and that the annual amount for maintenance thereof, estimated to be in the amount of \$65.22, for a typical homeowner in the first year of the Town's maintenance, shall be assessed upon the tax rolls of the owners of real property within the said District annually and to be paid by the said owners of real property within the said District annually on an ad valorem basis;

NOW, ON MOTION duly made and seconded, it is

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RESOLVED AND ORDERED, that a public hearing be held before the Town Board of the Town of Pittsford, at the Town of Pittsford Town Hall, on the 20th day of August 2024, at 6:00 o'clock P.M., Local Time, to consider the said Petitions and to hear all persons interested therein, and for such other and further action on the part of the Town Board with relation to the said Petitions as may be required by law or proper in the premises; and it is further

RESOLVED AND ORDERED, that a copy of the within Order be duly published in The Daily Record, which paper is designated as the official paper for such publication, and a copy of the said Order be posted on the bulletin board of the Town Clerk of the Town of Pittsford, New York, maintained pursuant to Section 30 of the Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the said hearing.

PERSONNEL MATTERS

PUBLIC COMMENTS

No comments were submitted.

NYS ASSESSOR’S ASSOCIATION CONFERENCE ATTENDANCE

Councilmember Townsend moved to approve the attendance to the NYS Assessor’s Association Conference for the Town Assessor and Deputy Assessor, seconded by Councilmember Koshykar and voted on by members as follows: Ayes: Havannavar, Koshykar, Townsend, and Smith. Nays: none. Absent: Taylor.

The Resolution was declared passed as follows:

RESOLVED, that the Town Board authorizes attendance for the Town Assessor and Deputy Assessor to attend the NYS Assessor’s Association Conference, September 23-26 at Woodcliff in Perinton.

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, Townsend, and Smith. Nays: none. Absent: Taylor. 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:

Name	Dept	Position	Rate	Date of Hire
Catherine Ellwanger	Recreation	CC Supv – PT	\$17.13	08/08/2024
Annabelle Blake	Library	Library Page – PT	\$15.00	08/12/2024
Marianne Illanes	Library	Library Aide – PT	\$17.14	08/12/2024

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

Name	Position	Reason	Rate	Effective Date
Jonathan Power	Summer Fun	Group Leader	\$16.00	07/22/2024
Norman Williams	Laborer-FT	Seasonal to FT	\$20.50	07/29/2024

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OTHER BUSINESS

Supervisor Smith commented that with the start of the school year approaching he would be writing to the NYS DOT once again in support of the installation of a flashing pedestrian sign on South Main Street at Sunset Boulevard and for a reduction in the speed limit on Clover St. Councilmember Townsend mentioned writing to Monroe County DOT again asking for a speed assessment on Mendon Road and Mendon Center Road.

Councilmember Havannavar recommended utilizing prebuilt media campaigns from the National Traffic Safety Commission.

Councilmember Townsend shared that the Environmental Board voted last night to send the Municipal Operations section of the Climate Action Plan to the Town Board for review.

She requested an Equity Advisory Committee review of the funding of current cultural events and where/what events could additional funds be allocated to? She inquired if any data requested from the MCSO regarding traffic enforcement within Town since the increase in patrols. Supervisor Smith commented he would follow up and request the data during his upcoming meeting with Zone A Captain.

PUBLIC COMMENT

There were no public comments.

With no further business, the meeting adjourned at 6:33 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk