

Minutes of the Pittsford Town Board for September 5, 2023

TOWN OF PITTSFORD TOWN BOARD SEPTEMBER 5, 2023

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, September 5, 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; Brian Luke, Director of Finance; 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: Five members of the public along with an interpreter attended.

Supervisor Smith called the Town Board meeting to order at 6:02 P.M. and invited all to join in the Pledge to Flag.

SUPERVISOR'S ANNOUNCEMENTS

- Supervisor Smith announced that the Public Hearing scheduled for this evening has been cancelled as the code enforcement matter for which the hearing was scheduled has been resolved.
- The Food Truck and Music Festival is this Saturday, September 9. There will be something for the whole family. The event will conclude with fireworks show at 9:00 P.M.
- Bucket pick-up for the Food Scraps Recycling Program began this week. Buckets can be picked up at Town Hall between 8 and 4 and spots are still open. Look for the link to register on the Town website. Participants can start dropping off their scraps Monday, September 18.
- Reminder to all residents that school starts this week and to slow down and drive carefully through Town, especially near school zones.

PRESENTATION BY ELDERBERRY EXPRESS

Suzanne Lee, Executive Secretary and Jim Gaze, President of Elderberry Express shared a presentation with board highlighting the history of the organization, current usage, and budget statistics. They requested a \$500 funding increase in the 2024 Budget. They expressed thanks to the board for their support and for the increase of funding.

PROCLAMATION RECOGNIZING CHILDHOOD CANCER MONTH

Supervisor Smith noted that all members of the Board signed a proclamation in recognition of Childhood Cancer Awareness Month. The proclamation will be presented to local organizers this week.

MINUTES OF THE AUGUST 15 MEETING APPROVED

A Resolution to approve the minutes of the August 15, 2023, Town Board meeting, was offered by Councilmember Taylor, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

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The Resolution was declared carried as follows:

RESOLVED, that the Minutes of the August 15, 2023, Town Board meeting are approved.

LEGAL MATTERS

PUBLIC COMMENTS

No comments were submitted.

RELEASE OF REDUNDANT SEWER EASEMENT

Town Attorney Robert Koegel reviewed for the board the nature of the easement and why it has become redundant. Thereafter Supervisor Smith made a motion to release the redundant easement. Councilmember Townsend seconded the motion and it was voted on by board members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board authorize the Town Supervisor to sign the attached proposed "Release of Redundant Sewer Easement" involving the Town's easement located along the southern boundaries of 4044A and 4044B East Avenue and the eastern boundary of 4044B East Avenue. This resolution is subject to permissive referendum, and the Town Clerk is directed to post and publish the required notice of such permissive referendum.

OPERATIONAL MATTERS

PUBLIC COMMENTS

No comments were submitted.

NEW COPPER BEECH PARK DISCUSSION

Supervisor Smith noted that the Town has received bids for the project of creating a small park from the lot at the corner of the entrance to the library parking lot on North Main Street. He expressed concern that both bids substantially exceed the amount the Board had budgeted for the project. He suggested that rather than accepting a bid the Town could investigate the possibility of parts of the project being completed by Town employees. Work already planned to be completed by Town employees includes removing existing vegetation, excavating the concrete foundation of the former Tillis House and installing a water line. Additionally, Town crews might be able to build the pergola and assist with the plantings. Commissioner Schenkel advised against the Town performing any of the electrical, lighting, or concrete work. Board members agreed to review the current plan for the park to see what options there might be to bring the numbers more in line with the budgeted amount, without adding an undue burden to staff scheduling in 2024.

TRAFFIC SAFETY REPORT

With the start of school imminent, Supervisor Smith outlined, school-by-school, steps the Town has taken to improve safety for children walking to school and to calm traffic in the immediate vicinity of the schools. He reported that the Town just took delivery of a second speed trailer and has put it into service in high traffic areas near schools. He has spoken to the school district about buses using cut-through streets. Crossing guards will make note of repeat speeding offenders in school zones and will be sharing those license plates numbers with the Monroe County Sherriffs office.

PERSONAL MATTERS

PUBLIC COMMENTS

No comments were submitted.

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HIRING/PERSONNEL ADJUSTMENTS APPROVED

Councilmember Taylor noted that she would be abstaining from this personnel matter as her daughter is one of the seasonal employees on the resolution. A Resolution to approve the recommendations for new hires and status and/or salary changes was then offered for approval by Deputy Supervisor Munzinger, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Koshykar, Munzinger, Townsend, and Smith. Nays: none. Abstain: Taylor

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
Javier Sohn	Library	Page	\$14.20	09/12/2023

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

Name	Position	Reason for Change	Rate	Effective Date
Meghan Layer	Asst Site Director Summer Fun	Retro Adjustment	\$16.46	06/03/2023
Olivia Taylor	REC Asst	Adventure Camp	\$15.00	08/21/2023
Jackson Bonin	REC Asst	Adventure Camp	\$15.00	08/21/2023
Todd Long	Maintenance	Training Completion	\$28.03	08/28/2023
Jennifer Morrow	Rec Asst	Seniors–Addtl duties	\$16.46	09/05/2023

OTHER BUSINESS

Councilmember Townsend informed board members that she will not be at the next meeting. Councilmember Taylor inquired about the exemption notification on tax bills, observing that the bills notify taxpayers about some tax exemptions but not all. Town Clerk McQuillen noted that this language is drafted by the County. Councilmember Townsend suggested discussing this with Pittsford's representatives in the County Legislature.

PUBLIC COMMENT

There were no public comments.

With no further business, the meeting adjourned at 6:46 P.M.

Respectfully submitted,

Renee McQuillen
Town Clerk