

Minutes of the Town Board for May 16, 2023

**TOWN OF PITTSFORD  
TOWN BOARD  
MAY 16, 2023**

Proceedings of a meeting of the Pittsford Town Board held on Tuesday, May 16, 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, Kim Taylor and Stephanie M. Townsend.

**ABSENT:**

**ALSO PRESENT:** Staff Members: Brian Luke, Finance Director; Robert Koegel, Town Attorney; Paul Schenkel, Commissioner of Public Works; Renee McQuillen, Town Clerk; Shelley O'Brien, Communications Director; Spencer Bernard, Chief of Staff; Hayes Wallman, Deputy Town Clerk.

**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.

**SUPERVISORS ANNOUCEMENTS**

- The Town PGA Family Fun night is tomorrow night from 5:30 PM to 9:00 PM in the lot behind the library. There will be food trucks, live music and activities for everyone, culminating with a firework show at 9:00 PM.
- As a reminder, keep your cars and houses locked. There were two break-ins today in Pittsford.

**MINUTES OF THE MAY 2 MEETING APPROVED**

A Resolution to approve the minutes of the Town Board meeting of April 18, 2023, 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.

The Resolution was declared carried as follows:

**RESOLVED**, that the Minutes of the May 2, 2023, Town Board meeting are approved.

**FINANCIAL MATTERS**

**PUBLIC COMMENTS**

No comments were submitted.

**APPROVAL OF DISPOSITION OF SURPLUS INVENTORY**

A resolution to approve the surplus inventory listed was made by Supervisor Smith and 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 attached list of equipment be declared surplus and be removed from the Town’s inventory.

Asset #	Year	Description	Department	Cost	Disposition
19004	2017	Kubota RVT-X1100 Veh. #211-2	Sewer	\$ 17,540.00	Auction

**MAY VOUCHERS APPROVED**

Board members acknowledged review of the vouchers proposed for payment and a resolution to approve the proposed vouchers 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.

The Resolution was declared carried as follows:

**RESOLVED**, that the May vouchers from numbers 160869 – 161290, totaling \$473,005.92 were approved for payment.

**BUDGET TRANSERS APPROVED**

A resolution to approve the following budget transfers was offered by Supervisor Smith, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

**Be it resolved that the following are approved:**

That line item 4.1989.2003.2.4 (Fleet Schedule – WT Highway Equipment) be increased by \$600,732.00, and item 1.1989.2029.1.1 (Fleet Schedule –WT Admin) be increased by \$23,225.00 and that item 1.1989.2025.2.7 (Fleet Schedule – Parks) be increased by \$76,954.00 and that the source of these funds will be an appropriation from the Whole Town Equipment Capital Reserve. Be it further resolved that this resolution is subject to a 30-day permissive referendum.

That line item 2.1989.2003.602.4 (Fleet Schedule – PT Yard Debris) be increased by \$117,131.00 and that the source of these funds will be an appropriation from the Part Town Equipment Capital Reserve. Be it further resolved that this resolution is subject to a 30-day permissive referendum.

That line item 6.1989.2029.2.6 (Fleet Schedule – Sewer) be increased by \$292,413.00 and that the source of these funds will be an appropriation from the Sewer Equipment Capital Reserve. Be it further resolved that this resolution is subject to a 30-day permissive referendum.

A resolution to approve the following budget transfers was offered by Supervisor Smith, seconded by Councilmember Townsend, and voted on by members as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

**Be it resolved that the following is approved:**

That \$292,000.00 be appropriated from the Sewer Reserve Fund and transferred to the Sewer Fund account 6.8120.4411.1.6 (Contracted Sewer Repair) to reline East Avenue Manor Subdivision and reline a portion of Bromley Road. Be it further resolved that this resolution is subject to a 30-day permissive referendum.

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**OPERATIONAL MATTERS  
PUBLIC COMMENTS**

No comments were submitted.

Supervisor Smith announced due to a staff scheduling conflict Operational Matters will be taken out of order this evening.

**AWARD BID FOR REFUSE DISTRICT SERVICES**

Commissioner Schenkel explained that Refuse District services were put out to bid in accordance with bid specifications approved by Town Board. Bids were received from Waste Management of NY and Seyrek Disposal. Seyrek is the Town’s current waste hauler for refuse districts.

	Monthly Pricing per Unit	Monthly Garage Pickup	Monthly Recycling Toter Upsize (to 96 gal)	Excess Refuse	Tire Pickup
<b>Seyrek Disposal</b>	<b>\$19.95</b>	<b>\$ 5.00</b>	<b>\$ 5.50</b>	<b>\$60.00/ton</b>	<b>\$ 5.00/tire</b>
Waste Management of NY	\$32.00	\$10.00	\$ 0.00	\$25.00/item	\$25.00/tire

He recommends the board accept the bid of Seyrek Disposal at a rate of \$19.95/unit per month. A Resolution was moved by Councilmember Taylor, seconded by Councilmember Townsend, and voted on as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that based on the recommendation of the Commissioner of Public Works, the Town Board awards the Refuse District Services bid to Seyrek Disposal as the lowest responsible bidder, for \$19.95/unit per month.

**UPDATE OF HAZARD MITIGATION PLAN**

Commissioner Schenkel explained the plan has had minimal updates since it was originally adopted in 2017 and now needs to be readopted. The Resolution was moved by Supervisor Smith, seconded by Deputy Supervisor Munzinger, and voted on as follows: Ayes: Koshykar, Munzinger, Taylor, Townsend, and Smith. Nays: none.

The Resolution was declared carried as follows:

**WHEREAS**, the Town Board of the Town of Pittsford recognizes the threat that natural and non-natural hazards pose to people and property within Pittsford; and

**WHEREAS**, the Town of Pittsford has prepared a multi-hazard mitigation plan, hereby known as the Monroe County Hazard Mitigation Plan 2023 Update in accordance with the Disaster Mitigation Act of 2000; and

**WHEREAS**, the Monroe County Hazard Mitigation Plan 2023 Update identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Town of Pittsford from the impacts of future hazards and disasters; and

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**WHEREAS**, the Pittsford Town Board is committed to an effective plan for hazard mitigation and to the goals outlined in the Monroe County Hazard Mitigation Plan 2023 Update.

**NOW THEREFORE, BE IT RESOLVED**, that the 2023 Hazard Mitigation Plan in the form proposed be and hereby is approved, as the same may be reasonably amended from time to time by the Town’s Emergency Services Committee and the Monroe County Office of Emergency Management.

**DPW PRESENTATION ON ROAD AND SEWER WORK FOR 2023**

Commissioner Schenkel’s presentation covered road and sewer projects scheduled for 2023. Board members shared their comments and questions with the Commissioner, and thanked him for the presentation.

**PERSONNEL MATTERS**

**PUBLIC COMMENTS**

No comments were made.

**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 Taylor, seconded by Deputy Supervisor Munzinger, 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:

Name	Dept	Position	Rate	Date of Hire
Sonny Nguyen	Parks	Seasonal Laborer	\$18.60	05/15/2023
Kelly Eldred	Supervisor	Secretary to Supervisor	\$31.87	05/30/2023

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
Andrew Diekmann	Seasonal Laborer	Rehire Parks	\$18.10	05/15/2023
Tyler Love	Seasonal Laborer	Rehire Highway	\$18.10	05/15/2023
Nolan Lusk	Seasonal Laborer	Rehire Highway	\$18.10	06/01/2023

The Resolution was declared passed as follows:

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

Name	Dept	Position	Rate	Date of Hire
Sonny Nguyen	Parks	Seasonal Laborer	\$18.60	05/15/2023
Kelly Eldred	Supervisor	Secretary to Supervisor	\$31.87	05/30/2023

Name	Position	Reason for Change	Rate	Effective Date
Andrew Diekmann	Seasonal Laborer	Rehire Parks	\$18.10	05/15/2023
Tyler Love	Seasonal Laborer	Rehire Highway	\$18.10	05/15/2023
Nolan Lusk	Seasonal Laborer	Rehire Highway	\$18.10	06/01/2023

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### OTHER BUSINESS

Deputy Supervisor Munzinger asked Commissioner Schenkel for an update on recent media coverage of concerns in the Kilbourn neighborhood. Commissioner Schenkel stated that news coverage, filled with inaccurate information, focused on a restricted traffic area imposed by the PGA and multiple law enforcement agencies, referred to as the "Green Zone." This represented a change from previous major golf events held at Oak Hill Country Club.

When first proposed, the Town, as lead agency, refused. The Supervisor objected to impairing the ability of residents in the proposed Green Zone to earn income by renting parking spaces on their driveways and lawns.

The PGA and law enforcement responded with a significantly reduced area for the Green Zone that would affect only 84 houses, representing a small portion of the entire neighborhood. The Town refused once more, but law enforcement agencies were insistent to the point that the Town could not responsibly ignore their advice. However, in consideration for granting consent to the scaled-back traffic restriction, the Town required that the PGA and law enforcement (a) make available to homeowners in the Green Zone an unlimited number of hangtag passes to allow cars to access their properties, over and above the initial issuance of 15 hangtags; and (b) provide free tickets to the tournament to residents in the green zone upon request, which they then could either use themselves, or sell on the online ticket marketplace set up by PGA; and (c) that a PGA representative accompany a Town representative on a personal visit door-to-door to each of the 84 households affected, to fully and accurately explain to the owner of each the nature of the restriction on traffic, that there was no restriction on renting spaces for cars or the number of cars, to answer questions and accommodate concerns, and to make them aware of the free tickets and unlimited hangtags..

By day two of practice rounds, the households affected appeared to have coped with the traffic restrictions and many lawns in the Green Zone were filled with cars.

Town Board members and staff agreed that the timing of the notification sent by the PGA to the affected households could have been better and its contents should have been clearer and more complete.

Councilmember Taylor expressed concern with speeding on Mendon Road near the Mendon High School. She asked Commissioner Schenkel about the possibility of placing a speed monitoring trailer along Mendon Road to assist in reminding drivers to slow down.

Deputy Supervisor Munzinger inquired about ticketing data requested from the Monroe County Sheriff's Office after the public meeting held in the fall. The Supervisor stated that his office would follow up with the Zone A Commander. She further commented it might be worthwhile to contact our state representatives since Mendon Road is a state road.

Councilmember Townsend shared an update from the Environmental Board. One of the board's subgroups is working on additional social media content for the communications department to use for further environmental education for residents. If the Town Board gives its ok, the board is also looking to draft a sustainability plan, using the free resources of the Finger Lakes Regional Economic Development Council. Several board members expressed concern about the demands upon staff time for a project such as this. Supervisor Smith requested a clearer picture of precisely what the Environmental Board proposes. He noted experience from other Towns where pursuit of similar plans led to mostly talking about sustainability actions rather than implementing sustainability actions. Councilmember Townsend noted that in its discussion of a sustainability plan the Environmental Board also expressed an orientation toward actions rather than protracted discussion about actions. Councilmember Townsend reminded the Board that July 28<sup>th</sup> is the deadline to apply for part of the

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eight million dollars in state grant funding available to designated Climate Smart Communities, for which Pittsford as a Climate Smart Community is eligible.

Councilmember Koshykar offered her appreciation and thanks to staff members for their efforts during May covering PGA events, Paddle and Pour and the Memorial Day Parade on top of their day-to-day responsibilities.

### **PUBLIC COMMENTS**

There were no comments.

With no further business, the meeting adjourned at 7:39 p.m.

Respectfully submitted,

Renee McQuillen  
Town Clerk