

Village of Leicester

November 17, 2025 Board of Trustees Meeting

CALL TO ORDER: Mayor Briffa called the meeting to order at 6:31 pm followed by the Pledge of Allegiance.

PRESENT:

Mayor: Barry Briffa

Trustees: Don Jacobs, Ken Rizzo, Tom Frantz, Dan Christiano

Clerk-Treasurer: Deborah Beardsley

Deputy Clerk: Samantha Bodratti

Highway Superintendent:

Water Operator:

Zoning/Code Enforcement:

Residents and Guests: Lance Hilyard, Carl Johnson, Frank Mazzarella, James Kane, Jay Lynch

EXCUSED:

MINUTES: The minutes of October 20, 2025 Board Meeting were accepted on a motion by Trustee Christiano, 2nd by Trustee Frantz. [Motion Carried 4-0]

COMMITTEE REPORTS:

Fire District:

Highway Department Report:

- Town mowed around Village streets.
- Last leaf pick-up was done today. Any further leaves need to be bagged and left by the road for pick-up.

Water Report:

- Water break at corner of South St and Main St. LCWSA responded. Work was done by Chris Young, Village Water Operator as equipment was not available through LCWSA. Discussion continued regarding the responsibility per contract of LCWSA concerning repairs of water breaks.
- Last Town water payment occurs by December 15, 2025. LCWSA still collects the debt service monies and returns those funds to the Town. There was discussion as to the fairness of the Town residents having to continue payment of the debt service.

Zoning Report:

- Report received from CEO Cagle:
 - o 9 North Street was contacted regarding debris around the property.
 - o 12 North Street was noticed for a utility trailer parked on the sidewalk blocking pedestrian traffic.
 - o 32 North Street was issued notice for an illegal apartment behind the garage.
 - o Commercial property inspections will be secured and completed by the end of December.
 - o Verbal complaints received for Maple Lane, but no written complaints received.
 - o All permits will be delivered to the Village Office.

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Zoning Report Cont'd:

Mayor Briffa also reported that there is plans for activity at 36 South Street.

OLD BUSINESS:

Oak Manor Drainage Project – Oak Manor residents attending meeting were provided a copy of the projected cost of the drainage project (\$358,550 - \$413,700) which is dependent on whether contractor or Town completes the work). Grant monies in the amount of \$156,750 were applied for work to be done within the Town limits. Additional contribution would come from the Town property owner involved if grant is awarded. Grant awards to be announced March 2026. Village infrastructure portion of the project would be \$206,000 (by Contractor) dependent on timing and final design. Oak Manor residents questioned if there was an actual plan and were invited to visit the Village office to review the project binder issued by the Engineer.

SAM Grant – Paperwork sent before the Senate Finance Committee pending approval for \$100,000. Motion by Mayor Briffa, 2nd by Trustee Rizzo to accept the \$100,000 for SAM Grant #15652. [Motion Carried 4-0]

NEW BUSINESS:

Office Smoke Detectors – Issue with smoke alarms going off at Village Office when office is closed. It was discussed to research adding the smoke alarm system to the security alarm system.

MAYORS REPORT:

Fire Commissioner - Appointment of Josh Dickens to a five-year term as Fire Commissioner. Mr. Dickens was approved and appointed by the Town Board. Motion made by Trustee Christiano, 2nd by Trustee Jacobs to appoint Josh Dickens as Fire Commissioner for a five-year term. [Motion Carried 4-0]

CLERKS REPORT:

2026-2027 Budget – Clerk-Treasurer Beardsley provided a preliminary budget to the Mayor and Board members for review and Board input.

PUBLIC COMMENTS: None.

ENTER EXECUTIVE SESSION: Motion by Trustee Christiano, 2nd by Trustee Rizzo to enter into Executive Session to discuss water issues at 7:08 pm. [Motion Carried 4-0]

EXIT EXECUTIVE SESSION: Motion by Trustee Christiano, 2nd by Trustee Frantz to exit Executive Session at 7:34 pm. [Motion Carried 4-0]

Motion by Trustee Jacobs, 2nd by Trustee Christiano to uphold current past due water bill for 48 Pleasant Street. [Motion Carried 4-0]

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Motion by Trustee Rizzo, 2nd by Trustee Frantz to waive late charges for Seneca Foods water account.
[Motion Carried 4-0]

Motion by Trustee Christiano, 2nd by Trustee Jacobs to reject proposed edits of the LCWSA contract as proposed by LCWSA and reissue the contract as currently written. [Motion Carried 4-0]

Motion by Trustee Christiano, 2nd by Trustee Rizzo to send bills for materials and labor for South Street/Main Street water break to LCWSA for reimbursement as per current contract. [Motion Carried 4-0]

AUDIT OF BILLS:

Trustee Rizzo motioned, 2nd by Trustee Jacobs to accept the bills as audited. [Motion Carried 4-0]

General Fund Vouchers 3423 - 3434 \$7,021.24 Water Fund Vouchers 1290 - 1298 \$2,738.76

NEXT VILLAGE BOARD MEETING:

Board of Trustees Meeting, December 15, 2025, at 6:30 pm at Village Hall.

ADJOURNMENT: Trustee Christiano motioned, 2nd by Trustee Frantz to adjourn the meeting at 7:50 pm.
[Motion Carried 4-0]

Respectfully Submitted,
Deborah Beardsley
Clerk-Treasurer
Village of Leicester