Village of Leicester

August 18, 2025 Board of Trustees Meeting

CALL TO ORDER: Mayor Briffa called the meeting to order at 6:30 pm followed by the Pledge of Allegiance.

PRESENT:

Mayor: Barry Briffa
Trustees: Don Jacobs, Ken Rizzo (late), Tom Frantz, Dan Christiano
Clerk-Treasurer: Deborah Beardsley
Deputy Clerk: Samantha Bodratti
Highway Superintendent:
Water Operator:
Zoning/Code Enforcement:
Residents and Guests: Eva Lowery

EXCUSED:

MINUTES: The minutes of July 21, 2025 and August 7, 2025 Board Meetings were accepted on a motion by Trustee Christiano, 2nd by Trustee Frantz. [Motion Carried 3-0]

COMMITTEE REPORTS:

Fire District:

Highway Department Report:

Water Report:

- Telemetry system again had issues but is back up now. Plant IQ suggested a high-power refurbished PC to run the water software. The software would alert the Clerk of higher-than-normal water usage. The Board decided not to pursue this option.

- Water Rules – Tabled

Zoning Report: Eva Lowery presented the Board with proposed plans to convert the rear portion of 134 Main Street into apartments. Chairman of the Zoning Board, Trustee Christiano, explained the process of applying for a permit, having it be denied due to how it's zoned, then applying for appeal before the ZBA for a special use permit. Ms. Lowery shared that an engineer has reviewed the septic systems of the property, and it would be able to handle the additional apartments.

OLD BUSINESS:

Corrective Action Plan (CAP) – The State Comptroller's office has received the Village's CAP, and the Board has been provided a copy of their acceptance letter.

Local Law for Manufactured Homes and Recreational Vehicles – Options reviewed by Board. Option 3 was selected as Local Law 2-2025 to update definitions and language of R-1 District. Public Hearing to be held in September 2025.

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NEW BUSINESS:

ENTER EXECUTIVE SESSION: Motion by Trustee Christiano to enter Executive Session at 6:59 pm to discuss water contracts, 2nd by Trustee Frantz. [Motion Carried 4-0]

EXIT EXECUTIVE SESSION: Motion by Trustee Christiano to exit Executive Session at 7:26 pm, 2nd by Trustee Rizzo. [Motion Carried 4-0]

Motion by Mayor Briffa, 2nd by Trustee Jacobs to approve a new water contract offer with Seneca Foods as discussed with the contract remaining at the current price of $5.50 per thousand gallons and an option for a fourth- and fifth-year extension at $5.78 and $6.07 respectively. [Motion Carried 4-0}

Motion by Trustee Christiano, 2nd by Trustee Frantz to approve a new water contract offer with Livingston County Water and Sewer Authority as discussed for a one-year contract at $5.50 per thousand gallons, two-year contract at $5.25 per thousand gallons and a three-year option at $5.10 per thousand gallons. [Motion Carried: 4-0]

MAYORS REPORT:

September Board Meeting - Engineer, Jeremy DeLyser to be present to discuss Oak Manor drainage.

October Board Meeting - Public Hearing to discuss Village tax increase.

Gazebo Use - Weddings have been being held in the Village Gazebo without prior approval. Signage will be added to the gazebo to direct individuals to contact the Village Office for permission to use the gazebo.

CLERKS REPORT:

Refund from Tompkins Insurance – Village received $2405 reimbursement from the insurance company following the turnover of the Fire Department building and trucks to the Fire District.

Temporary Municipal Aid – Received $210 from the State which is additional monies that goes along with the AIM funding.

Fire District Study Grant – Grant was approved and sent to the State Comptroller's office for payment.

Update 2 Computers in Village Office – Clerk-Treasurer Beardsley presented the quote in the amount of $2,800 from Hurricane Technologies for replacement of 2 CPUs in the office along with transfer of the systems from the old computers to the new models. Old software will not support security requirements and need to be updated prior to October 2025. Motion made by Mayor Briffa, 2nd by Trustee Christiano to accept the quote to replace the 2 computer systems. [Motion Carried: 4-0]

Read Center software is not compatible with Windows 11. Determined to keep one of the older computers and tie it in with the network and run the Read Center off it until such time as alternative solutions are found. Will obtain a new quote to add this to the original quote.

Water Meters – Quote from Schmidt Wholesalers for purchasing 5 water meters and meter reader antennae/dials for each in the amount of $1788 for all. Motion made by Trustee Jacobs, 2nd by Trustee Rizzo to approve purchase of 5 meters and antennae/dial sets. [Motion Carried 4-0]

PUBLIC COMMENTS: None.

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

General Fund Vouchers 3377 - 3390 $3,020.58 Water Fund Vouchers 1269 - 1272 $2,398.88

NEXT VILLAGE BOARD MEETING:
Board of Trustees Meeting, September 15, 2025, at 6:30 pm at Village Hall.

ADJOURNMENT: Trustee Frantz motioned, 2nd by Trustee Christiano to adjourn the meeting at 7:55 pm. [Motion Carried 4-0]

Respectfully Submitted,
Deborah Beardsley
Clerk-Treasurer
Village of Leicester