

Village of Leicester

May 21, 2018 Board Meeting/Public Hearing Minutes

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: Mike Constantino, Donnie Jacobs, Tom Frantz, Ken Rizzo

Clerk-Treasurer: Kirstie DeGraff

Fire Chief: Jim Kane

Highway Superintendent: Russ Page

Water: Al Mothershed

Zoning:

Residents: Sam Anderson, Barbara Ayers, Jerry Ayers, Adam Bodratti, Maria Briffa, A.R. Christiano, Roger Christiano, Sarah Durbin, Angie Jacobs, Carl Johnson, Megan Johnson, Roger Johnson, Don Kane, Stan Lubanski, Linda Mann, Dennis Moore, Joe Nahalka, Terri Parsons, Toni Pendergast, Doug Roffle, Darren Snyder, Charles VanRy, Louise Wadsworth

Open Public Hearing: Trustee Rizzo motioned, 2nd by Trustee Jacobs, to open the Public Hearing at 6:31 pm. [Motion Carried 4-0]

MINUTES: Trustee Frantz motioned, 2nd by Trustee Rizzo, that the minutes of the April 16, 2018 Board Meeting be accepted as written. [Motion Carried 4-0]

COMMITTEE REPORTS:

Fire Company Report:

Fire Chief Jim Kane reported the following:

- 1) The department was called out 13 times this past month (See attached report)
- 2) FEMA grant was denied again. Mayor Briffa once again insisted on utilizing Heather Grant at the County to help as that is her expertise
- 3) 3 pairs of boots were ordered

Highway Superintendent Report:

Highway Superintendent Russ Page reported the following:

- 1) Met with engineer on Maple Lane & Oak Manor projects
- 2) Work Orders Completed:
 - a) Water main break damage repair
 - b) Roll Village property, park & Community Building
 - c) Installed new Children At Play sign on North Street and replace old sign on Oak Manor
 - d) Trim trees on Mahoney Street along railroad tracks

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Water Report:

Al Mothershed reported on the following:

- 1) Hydrant flushing went well except Penny Lane & McLean property – service box at Pearson house needs replacing
- 2) Seneca Foods Pits – River Rd waiting on parts. If can't get parts then \$4000 +/- to fix
- 3) Water Tower Tank Mixer installed & runs 10 pm – 6 am
- 4) Water Tower Inspection Issues:
 - a) Barbed wire on top of perimeter fence needs replacing
 - b) Roof issues – may have to replace entire roof if it can't be fixed
 - c) Broken bracket needs to be welded. Trustee Constantino motioned, 2nd by Trustee Rizzo, to accept the verbal quote of \$4000 from Atlantic Underwater Services to repair the bracket
[Motion carried 4-0]

It was also discussed and confirmed that those who have not paid their past due water bills by June 1st be assessed an additional 10% penalty and be issued a termination notice.

Zoning Report:

No report

PUBLIC COMMENTS:

Adam Bodratti asked if the Board had any objection to a community-wide garage sale on July 28-29th. There was no objection.

ADOPTION OF APPOINTMENTS:

Mayor Briffa recommended the appointment of following for the fiscal year 2018-2019 that were approved on a motion by Trustee Rizzo, 2nd by Trustee Frantz. [Motion Carried 5-0]

Deputy Mayor	Ken Rizzo
Deputy Clerk	Jennifer Lubanski
Tax Collector	Kirstie DeGraff
Records Management Officer	Kirstie DeGraff
Budget Officer	Kirstie DeGraff
Auditing Committee	Ken Rizzo / Mike Constantino
Street & Parks Committee	All Board Members
Recreation Committee	Thomas Frantz
Water & Lights Committee	Ken Rizzo / Donnie Jacobs
Community & Village Building	Ken Rizzo / Donnie Jacobs
Fire Department Committee	Michael Constantino / Thomas Frantz
Highway Department	Michael Constantino / Donnie Jacobs
Youth Committee	Thomas Frantz / Donnie Jacobs

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Attorney	James Coniglio
Accounting Firm	St. Johns Baldwin
Engineering Firm	Chatfield Engineers
Registrar	Amy Neumann, Leicester Town Clerk
Historian	Karen Roffe
Official Newspaper	Livingston County News
Official Depository	Five Star Bank
Secretary to the planning/Zoning Officer	Jennifer Lubanski
Code Enforcement Officer	Jerry Parsons

ADOPTION OF POLICIES:

The following were collectively approved on a motion made by Trustee Rizzo, 2nd by Trustee Frantz [Motion Carried 5-0]

- 1) To hold official board meetings held on the third Monday of the month at 6:30 pm at the Village Office
- 2) To adopt the advance payment of claims policy as presented
- 3) To approve mileage reimbursement policy as presented
- 4) To approve attendance by village officials to professional schools and conferences as it benefits the municipality
- 5) To approve the Investment Policy as presented
- 6) To adopt the Procurement Policy as presented

OLD BUSINESS:

Job Bids:

Fire Hall Roof: Clerk-Treasurer DeGraff reported that Snyder Enterprises also submitted a bid. After reviewing all the bids received to date, Trustee Frantz motioned, 2nd by Trustee Constantino, to accept the bid from Snyder Enterprises for \$11,700 [Motion carried 4-0]. Darren Snyder was present and indicated work could begin within the next few weeks.

Community Building Boiler: After some discussion on the need for updating the #2 boiler, Trustee Constantino motioned, 2nd by Trustee Frantz, to accept the bid from B.J. Muirhead Co, Inc. for \$2,436.25 [Motion carried 4-0]

NEW BUSINESS:

Drainage Issues:

Oak Manor: There was much discussion regarding the historical changes of storm right of ways creating drainage issues now causing flooding damage in the subdivision. Mayor Briffa suggested the Trustees meet with Russ Page to review and propose possible solutions to the problem.

Jones Bridge Road: Mayor Briffa delegated Trustee Jacobs to work with Russ Page to review the flooding of the ditch line along Jones Bridge Road to propose possible solutions to the problem.

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Close Public Hearing – 2018 Local Law 1: Trustee Rizzo motioned, 2nd by Trustee Jacobs to close the Public Hearing at 7:09 pm. [Motion Carried 4-0]

WHEREAS, the Village of Leicester Planning Board approved and submitted the request to amend the Section 190-28 of the Village of Leicester Code to permit second floor apartments in the C-1 Neighborhood Commercial Zoning District, and

WHEREAS, the Livingston County Planning Board, approved Zoning Referral #2018-44, Village of Leicester, Zoning Amendment to allow second floor apartments within the Commercial C-1 Zoning District,

NOW, THEREFORE, BE IT RESOLVED, on a motion by Trustee Rizzo, 2nd by Trustee Jacobs, that the Village of Leicester hereby adopts the amendment to Section 190-28 of the Village of Leicester Code to add a new subsection (16) in the C-1 Neighborhood Commercial Zoning District which will permit “not more than three (3) apartments in a building. Said apartments shall only be permitted on the second floor of any such building.” [Motion carried 4-0]

MAYOR’S REPORT:

Grants: Mayor Briffa reported that Senator Galivan has made the proposal to the Senate for grants for the Pleasant Street & Route 36 Water Lines.

Maple Lane: Mayor Briffa reported that he and Trustee Rizzo met with Ed Bertram regarding Maple Lane. Mr. Bertram wants the property resurveyed to have the road curve more sharply at a right angle. After much discussion, it was agreed that the Village can not do anything on property that the Village does not own. Mayor Briffa will draft a letter to Mr. Bertram explaining that the deed must be surrendered before anything more can be done on Maple Lane.

New Fire Hall: Mayor Briffa submitted the conceptual plan proposal by Chatfield Engineers. After some discussion, it was agreed to have Chatfield Engineers attend the next Board Meeting to answer questions.

Community Building Meeting: Mayor Briffa reported that he met with representatives from the Genesee Valley Educational Partnership on renewing their lease for the Community Building.

CLERK’S REPORT:

Website: Clerk-Treasurer DeGraff reported that she has created a new website that includes a lot more information for the public. She will be maintaining the site herself, providing immediate upload of information and saving the Village about \$700 per year.

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AUDIT OF BILLS:

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

General Fund Vouchers 1474-1502 \$14,139.41 Water Fund Vouchers 569-576 \$34,346.64

NEXT VILLAGE BOARD MEETINGS:

June 18, 2018 at 6:30 pm at the Village Hall

ADJOURNMENT: Trustee Frantz motioned, 2nd by Trustee Rizzo to adjourn the meeting at 8:30 pm. [Motion Carried 4-0]

Respectfully Submitted,
Kirstie DeGraff
Clerk-Treasurer
Village of Leicester