

# *Village of Leicester*

## January 25, 2022 Board 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:** Mike Constantino, Tom Frantz, Don Jacobs, Ken Rizzo

**Clerk-Treasurer:** Kirstie DeGraff

**Attorney:** Ed Russell, Underberg & Kessler

**Fire Chief:** Jim Kane

**Highway Superintendent:**

**Water Operator:** Chris Young

**Zoning/Code Enforcement:** Chuck Cagle

**Residents:** Kara Kane, John Yasso

**MINUTES:** The minutes of the December 20, 2021 Board Meeting were accepted on a motion by Trustee Rizzo, 2<sup>nd</sup> by Trustee Frantz [Motion Carried 4-0]

**COMMITTEE REPORTS:**

**Fire Company Report:** Fire Chief Jim Kane and Fire Dept. President John Yasso presented the following:

- 1) 10 calls this past month
- 2) P135 has (2) check engine lights and is schedule for service this Thursday at Diesel Shop in Avon
- 3) Annual truck maintenance – still trying to schedule
- 4) Dumpster – Clerk-Treasurer DeGraff presented dumpster pricing. It was agreed to look into splitting with NYSCOPBA for their service already established at the Village Office

**Highway Superintendent Report:** No report

**Water Report:** Water Operator Chris Young reported on the following:

- 1) Discussed water breaks – Two (1) at Route 39 near water tower and (2) on the trail from pump house to Brian's USA Diner that was difficult to locate. Chris would like to use Mt Morris DPW to scout breaks in future for quicker location. It was agreed providing Chris obtain Mayor Briffa's permission first.
- 2) Chris noted an issue with the telemetry on the tank. Claims he can't trust telemetry and can't climb the tank in inclement weather. Suggested going back to "old-school" with a visual chain gage on tank.
- 3) The Sanitary Survey notates better vegetation removal inside tank fence & will need to be addressed
- 4) The meter reading software is no longer supported and is becoming obsolete and should consider upgrading
- 5) Village location detection equipment is poor, had to borrow Mt Morris. Should consider upgrading.
- 6) Chris plans to build a curb box data file for easier location
- 7) Chris requests an antenna for the truck for meter reading Trimble to aid in readings. Mayor Briffa approved as price is \$200-\$300.
- 8) There are a few trailer homes with meters in pits that fill with water that will need antennas on the transmitters
- 9) Clerk-Treasurer DeGraff noted that with the correction of test circle codes in the system, it was found that the Buchanan account at 57 Pleasant Street had a decimal error and was overbilled since the

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## January 25, 2022 Board Meeting

new meter was installed March 2019. Trustee Frantz motioned, 2<sup>nd</sup> by Trustee Jacobs to reimburse Ann Marrie Buchannan \$2,659.22 for the difference of quarterly bills April 1, 2019 through January 1, 2021. [Motion Carried 4-0]

**Zoning/Code Enforcement Report:** Code Enforcement Office Chuck Cagle reported the following:

- 1) Started Annual Certification Training via webinar – no cost to Village.
- 2) 17 Building permits issued for 2021
- 3) 3 complaints received for 2021
- 4) Semmel application referred to ZBA for solar project. ZBA Meeting on February 1, 2022.
- 5) One manufactured home frame left at vacant Pleasant St location that will be removed as were the others
- 6) Consignment Shop has completed their new façade and signage on Main St
- 7) Garage construction continues at 32 North St. All inspections are in place.
- 8) 118 Main St has stripped exterior of existing garage. I will be reaching out to discuss issues on the property and will have more information. Will be referring to State Codes regarding the tractors.
- 9) New business at 18 Mt Morris is doing well and have heard no complaints in regards to location or food they serve

### **OLD BUSINESS:**

**Community Building:** Mayor Briffa noted that he has received quotes in the range of \$2100 for the Village to obtain an appraisal of the building. It was discussed and noted that an appraisal is a buyer's cost as it is required by the lender and therefore if ARC is requesting, the cost should not be the burden of the Village. Mayor Briffa noted he is still waiting to hear from the ARC. The Board collectively agreed that they want answers from ARC on the proposed purchase by lease end of March 31<sup>st</sup> and that after March 31<sup>st</sup>, ARC will not be given any more discounts and the monthly lease will be set at the market value per square foot.

### **NEW BUSINESS:**

**2022-2023 Budget:** Mayor Briffa noted that he and Clerk-Treasurer DeGraff are beginning to work on

**Village Dog Control Contract:** Mayor Briffa presented the proposed 2-Year Intermunicipal Agreement with Livingston County for \$4,900, billed quarterly. The figures will be worked into the new budget.

### **MAYOR'S REPORT:**

**Marihuana Regulation & Taxation Act (MRTA):** Mayor Briffa reported that the Village did not receive the information in a timely manner to present to the Board, and as such missed the deadline of December 31, 2021 to opt out of the sale or consumption retail lounge licenses.

**SAM Grant:** Mayor Briffa noted that we are waiting on status from DASNY.

### **CLERK'S REPORT:**

**Registrar of Vital Statistics:** Clerk-Treasurer DeGraff noted she received paperwork from the Department of Health that needs updating. Trustee Constantino motioned, 2<sup>nd</sup> by Trustee Rizzo to replace Suzanne Kelly with Kim Reitz as Deputy Registrar. [Motion Carried 4-0]

# *Village of Leicester*

## January 25, 2022 Board Meeting

**PUBLIC COMMENTS:** There was comment to the Village sidewalk snowplowing. It was noted that since many residents have come to depend on the Village to plow the sidewalks, if the Village does not/cannot plow, then the residents should be advised that they are responsible for it.

**ENTER EXECUTIVE SESSION:** Trustee Rizzo motioned, 2<sup>nd</sup> by Trustee Constantino to enter into Executive Session at 7:30 pm [Motion Carried 4-0]

**EXIT EXECUTIVE SESSION:** Trustee Constantino motioned, 2<sup>nd</sup> by Trustee Frantz to exit into Executive Session at 7:45 pm [Motion Carried 4-0]

**Town Corrected Water Bills:** Trustee Constantino motioned, 2<sup>nd</sup> by Trustee Rizzo to draft individual corrected bills as discussed with the Town of Leicester for the Starr Park Meter Account # 31078 from July 1, 2015 through January 1, 2021. Bills will be dated February 1, 2022 with a late charge assessed March 1, 2022.

**AUDIT OF BILLS:**

Trustee Rizzo motioned, 2<sup>nd</sup> by Trustee Jacobs, to accept the bills as audited [Motion Carried 3-0]  
General Fund Vouchers 2455 - 2476 \$10,166.85      Water Fund Vouchers 902 - 914 \$51,766.70

**NEXT VILLAGE BOARD MEETING:** Board of Trustees Meeting February 28, 2022 pm at 6:30 pm the Village Hall

**ADJOURNMENT:** Trustee Rizzo motioned, 2<sup>nd</sup> by Trustee Constantino to adjourn the meeting at 7:50pm.  
[Motion Carried 4-0]

Respectfully Submitted,  
Kirstie DeGraff  
Clerk-Treasurer  
Village of Leicester