

# Village of Leicester

## September 17, 2018 Board Meeting

**CALL TO ORDER:** Mayor Briffa called the meeting to order at 6:25 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:**

**Water:**

**Zoning:**

**Residents:** Maria Briffa, Tom Dunlavey, Don Kane, Toni Pendergast and Karen Roffe

**MINUTES:** Trustee Rizzo motioned, 2<sup>nd</sup> by Trustee Frantz, that the minutes of the August 20, 2018 Board Meeting be accepted as corrected. [Motion Carried 4-0]

**COMMITTEE REPORTS:**

**Fire Company Report:**

Fire Chief Jim Kane reported the following:

- 1) The department was called out 9 times and attended a couple of meetings this past month (See attached report)
- 2) Department was awarded \$1500 Forestry DEC Grant towards a minimum \$3000 qualified purchase. Trustee Jacobs motioned, 2<sup>nd</sup> by Trustee Constantino to reimburse the department for the remaining \$1500 qualifying purchase for the grant. [Motion Carried 4-0]
- 3) Annual Boot Drive scheduled for October 6<sup>th</sup>
- 4) Fire Chief Kane noted that Kiwanis will be submitting a request for their ham dinner on November 6<sup>th</sup>.
- 5) Fire Chief Kane presented quotes for turnout gear and after some discussion Trustee Frantz motioned, 2<sup>nd</sup> by Trustee Constantino, to purchase 2 sets of turnout gear from Churchville Fire Equipment for \$1862.50 each. [Motion Carried 4-0]
- 6) Fire Chief Kane noted that the trucks needed maintenance. After some discussion it was agreed the new truck should be covered under warranty for most of the servicing and Fire Chief Kane will follow up and advise. Trustee Frantz motioned, 2<sup>nd</sup> by Trustee Rizzo, to have Floyd Truck Maintenance service the two older trucks at a cost of \$1425 each (plus filters and oil) and have them do a pump test on the new truck for \$150. [Motion carried 4-0] It was also noted that there needs to be better service records kept on the trucks.
- 7) Mark Lubanski has resigned from his position as 2<sup>nd</sup> Assistant Fire Chief.
- 8) Mayor Briffa will follow up on the lights that need to be repaired/replaced in the fire hall.
- 9) There was discussion on the clutter in the fire hall and after much discussion, it was agreed that fire hall will be cleaned out by the New Year.

**Highway Superintendent Report:**

No Report

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### **Water Report:**

- 1) The valve at the Roffe property needs to be addressed before the sidewalk plow catches it again this winter
- 2) Mayor Briffa noted that now that the weather is milder, the land between the Beachel pit to Route 36 to the Pump House will be walked and reviewed.

### **Zoning Report:**

Code Enforcement Officer Gerald Parsons' report is attached:

- 1) 11 permits to date
- 2) There is a Planning Board meeting scheduled for October 15<sup>th</sup> to review the site plan for 134 Main Street.
- 3) After some discussion, Trustee Constantino motioned, 2<sup>nd</sup> by Trustee Frantz, to amend our Local Law to specifically disallow signage of any kind on village property. [Motion Carried 4-0]  
Mayor Briffa asked Clerk-Treasurer DeGraff for a roll call. Trustee Constantino – Yes; Trustee Frantz – Yes; Trustee Jacobs – Yes; Trustee Rizzo – Yes. Mayor Briffa will contact the Village Attorney to proceed.
- 4) There was discussion on the Village Codes not being up to date with the times. It was decided Trustee Constantino and Trustee Rizzo will work with the Zoning/Planning Board and Clerk-Treasurer DeGraff to get a committee together to review. Karen Roffe noted that the Village Codes on the website are also an outdated version.

### **PUBLIC COMMENTS:**

Karen Roffe complimented Clerk-Treasurer DeGraff on the new website.

### **OLD BUSINESS:**

#### **Job Bids:**

- 1) **Community Building Boiler:** No report
- 2) **Trees:** Will place ad in paper for bids on tree trimming/removal

### **NEW BUSINESS:**

**Engineering Proposal Pleasant Street Water Main Replacement:** Mayor Briffa presented the engineering proposal for the project and noted that a grant has been applied for to cover the costs of the project.

**Suit Kote:** Mayor Briffa presented the proposal for the costs, noting that Pleasant Street can be deducted due to the proposed water main project. There was discussion as to whether it was cost effective to proceed this Fall or wait until next Spring/Summer. Mayor Briffa will discuss with Highway Superintendent Page before proceeding.

**Drain Lines – Oak Manor & Pleasant St:** There was discussion on the Oak Manor proposal and it was decided to ask DAKKSCO to review the proposal for their input before proceeding. Mayor Briffa noted that there is nothing recorded with the County regarding the Village having any easements on the Nahalka or Englert properties and that the Englert ditch is 90+/- feet from Jones Bridge Rd. Mayor Briffa is still waiting to hear back from the attorney on how to proceed.

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

**Genesee Valley Educational Partnership:** Mayor Briffa reported he has a meeting with Matt DellaPenna on September 26<sup>th</sup> to review the contract

**Post Office:** Mayor Briffa noted that posts and chain have been purchased to help deter parking on the sidewalk in front of Post Office. He also noted that the Sheriff's Department will enforce the 2-Hour /No Over-Night Parking Sign in front of Post Office as well.

**Halloween Party:** Mayor Briffa reported that Janet Green has put together a committee. Trustee Constantino motioned, 2<sup>nd</sup> by Trustee Rizzo, to allow the use of the Fire Hall for the Halloween Party on October 31<sup>st</sup> [Motion Carried 4-0]

**Fall Newsletter:** Mayor Briffa noted that he is working on the newsletter. Winter Wonderland will be December 8<sup>th</sup>, Make-A-Difference Day will be October 27<sup>th</sup>. Village Leaf & Brush Pick Up October 29<sup>th</sup>, November 5<sup>th</sup> & 19<sup>th</sup>. Mayor Briffa is still working on hydrant flushing dates.

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

**Village Tax Resolution:** Trustee Constantino, 2<sup>nd</sup> by Trustee Frantz, moved to adopt the following resolution: BE It RESOLVED that the Livingston County Treasurer be authorized to collect the 2018-2019 Village taxes as of October 3, 2018 in accordance with section 1442 of the Real Property Tax Law of the State of New York. [Motion carried 4-0]

**NYS WIIA & IMG Resolution:** Clerk-Treasure DeGraff noted that the Resolution made on a motion made by Mayor Briffa, 2<sup>nd</sup> by Trustee Rizzo, on September 2, 2018, will be attached and made a part of these minutes.

**Five Star Bank Resolution:** Trustee Rizzo, 2<sup>nd</sup> by Trustee Constantino, moved to adopt the following resolution: BE It RESOLVED to open two new accounts with Five Star Bank: One for Route 36 Water Main Capital Project in the amount of \$10,000.00 transferred from the General Fund and One for Pleasant St Water Main Capital Project in the amount of \$800 transferred from the General Fund; signers of all Five Star Accounts to be updated to be Mayor Barry Briffa, Deputy Mayor Ken Rizzo, Clerk-Treasurer Kirstie DeGraff and Deputy Clerk Jennifer Lubanski. [Motion carried 4-0]

### **AUDIT OF BILLS:**

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

General Fund Vouchers 1576-1591 \$4,122.88      Water Fund Vouchers 601-609 \$7,962.85

### **NEXT VILLAGE BOARD MEETING:**

Board Meeting – October 22, 2018 pm at the Village Hall

**ADJOURNMENT:** Trustee Rizzo motioned, 2<sup>nd</sup> by Trustee Frantz to adjourn the meeting at 7:45 pm. [Motion Carried 4-0]

Respectfully Submitted,  
Kirstie DeGraff  
Clerk-Treasurer  
Village of Leicester

# Village of Leicester

## OFFICE OF THE CLERK/TREASURER

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## RESOLUTION

WHEREAS, the Leicester Village Board of Trustees has reviewed the engineering proposal for the Pleasant Street Water Main Replacement Project; and

WHEREAS, as a requirement of this grant process, said municipality must obtain the approval and endorsement of the governing body of the municipality in which the project will be located;

NOW, THEREFORE, BE IT RESOLVED, that the Leicester Village Board of Trustees hereby approves and endorses the application of the Village of Leicester for the New York State Infrastructure Improvements Act (WIIA) and New York State Intermunicipal Water Infrastructure Grants Program (IMG) Clean Water and that this project is a Type II (Exempt) Action under Section 617.5(c)(2) of the NYSDEC SEQRLaw.

The motion was made by Mayor Briffa, 2<sup>nd</sup> by Trustee Rizzo. [Motion Carried 4-0]

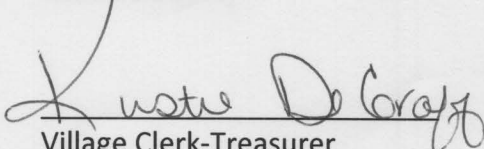
Mayor Barry Briffa	Yes
Trustee Michael Constantino	Yes
Trustee Thomas Frantz	Yes
Trustee Donald Jacobs	Absent
Trustee Ken Rizzo	Yes

I, Kirstie DeGraff, Village Clerk-Treasurer, of the Village of Leicester, do hereby certify that the resolution set forth above, is a true and accurate copy of a resolution adopted by the Leicester Village Board of Trustees on September 7, 2018.

I further certify that said resolution has not been rescinded, amended, or modified and is in full force and effect as of the date hereof.

In witness whereof, I have executed this certificate this 7<sup>th</sup> day of September 2018 and affixed the Village of Leicester seal.

Kirstie DeGraff

  
Village Clerk-Treasurer

Village of Leicester  
Leicester, New York



# Village Report on Code Enforcement

## September 2018

### Permits

1. 11 Permits to date

### Zoning

1. The zoning board will meet on October 15<sup>th</sup> regarding a site plan review for the old casino building.
2. I really think we need to update our Zoning. We have had a lot of questions and building permits come up this year and there is no answer in our Zoning book. I have done 2 solar panel installs on roofs this year and I'm not suppose to charge because there is nothing in our fee schedule or zoning on Solar. I do charge because the bank requires them to get a permit. Bees was another, chickens are common.

### New Info

1. Sign Law update: I called every Village and Town in Livingston County and none of them allow any form of signs on ANY of their property (even yard sale signs). Only exception is if they have a bulletin board then they may put up a small advertisement there.
2. 50 Market St. is almost done.
3. Fire at 711 was a motor for the air handler on the roof. I did an inspection again and notified them of the issues and have stopped in 2 more times to check on the issues.
4. Working with the Fire Department to get an inspection done on the fire hall. I have been really busy and have not been able to meet up with Jim.

Jerry  
519-8254

## LEICESTER FIRE COMPANY REPORT FOR VILLAGE MEETING

**9/17/2018**

- 8/21/2018 Possible Structure Fire 189 Main ST. (@7/11)  
(Smoke From Vents/ Motor Fire in Unit)
- 8/21/2018 1 vehicle MVA State Route 39 @ County Line  
(Dump Truck / Trailer)
- 8/24/2018 2 vehicle MVA 2222 Leicester Rd. (2 Vehicle)
- 8/26/2018 Mutual Aid Mt Morris House Fire 7N Main ST.
- 8/26/2018 1 vehicle MVA Perry Rd.@ Mt Morris Rd. (1 vehicle)
- 9/2/2018 2 vehicle MVA 2090 State 20A (2 vehicle MVA)
- 9/5/2018 Smell of Gas 2062 Perry Rd. (From Stove)
- 9/8/2018 Ems Asst. 2918 Jones Bridge Rd. (Lift Asst.)
- 9/21/2018 1 vehicle MVA 2892 Canandaigua St. (hit pole)  
(YTD 65)

- **8/20/2018 Village Board Meeting** (Jim Kane /Don Kane 1 hour each)
- **9/6/2018 Attended Fire Chief Meeting @ HC** (Jim Kane Don Kane 2 Hours)
- **9/11/2018 Leicester Fire Company Meeting** (17 Members @30 minutes)

### TRAINING

#### **OLD**

- **FEMA GRANT**– got denial email for this year's grant
- **Forestry DEC Grant** – we were awarded we are working on it now

#### **OLD**

- **Fire Department Boot Drive** – Saturday October 6<sup>th</sup> Start @ 8:00am
- **New Fire Hall** – committee info

- **Fire Trucks Service** – Quote Need Approval
- **Cancer Bill** – to start January 1 2019 village is working with insurance company

**NEW**

- **New Gear Quote** – Need approval to order 2 set

**Up Coming Events**

- **LCFCA MEETING** – Meeting Thursday September 20<sup>th</sup> @ Cuylerville Fire Hall @ 7:30 PM
- **Fire Dept. Boot Drive** – October 6th @ 800am

**Thanks James Kane Leicester Fire Chief 9/17/2018**

9/20/2018	Thursday LCFCA Meeting @ 7:30pm @ Cuylerville	Fire Hall
10/18/2018	Thursday LCFFA Meeting @ 7:00pm @ Sparta Center	Fire Hall
11/15/2018	Thursday LCFCA Meeting @ 7:30pm @ Conesus	Fire Hall
12/20/2018	Thursday LCFFA Meeting @ 7:00pm @ Springwater	Fire Hall