

Village of Leicester

January 28, 2026 Board of Trustees Meeting

Board Meeting was originally scheduled for Monday, January 26 but was rescheduled due to weather.

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:

Highway Superintendent:

Water Operator:

Zoning/Code Enforcement:

Residents and Guests: Pete Sica, Jason Yasso

EXCUSED:

MINUTES: The minutes of December 15, 2025 Board Meeting were accepted on a motion by Trustee Christiano, 2nd by Trustee Rizzo. [Motion Carried 4-0]

COMMITTEE REPORTS:

Fire District:

Highway Department Report:

Water Report:

- Town resident Pete Sica came before the Board to explain his plans to create a small subdivision on Upper Mt. Morris Road to include four 1 ½ acre parcels. The remaining 13 acres to be vacant land. He is requesting permission to obtain water services as the Village line runs along the road, what is needed and the process to get water. The Board referred him to speak with the Village Water Operator regarding what would be needed and associated costs, he will provide the information to the Board, and then Mr. Sica can return to the Board for potential approval. Mayor Briffa advised Mr. Sica of the next meeting.
- Trailer at 2379 Leicester Rd found leak at meter. Village office staff did alert the owners of the higher than normal previous water bills. Per Highway Superintendent Page, the meter broke out at the bottom which is indicative of being frozen, which the Town men took care of replacing. In addition, another leak was found before the valve before the meter which needs repair. A request by the owner was made to turn the water off in order to make the repair. The Board discussed payment by the customer for the new meter because it had frozen causing the meter to burst, and requested Clerk- Treasurer Beardsley to contact the homeowner to advise of the decision. Following that, the Village would direct the Town to shut water off to the residence to allow repairs to be made and to restore water once repairs were completed. There is no charge for water turn off or restoration.

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- Trustee Christiano inquired about the Lead Survey from a year ago. Clerk-Treasurer Beardsley explained that it is an ongoing process. The Village will need to address those addresses that are listed as “unknown” and determine what material the pipes truly are.
- Mint Traylor Park has potential water leak(s) ongoing based on what the meter shows. The park owners have been notified.

Zoning Report:

- Email from New York State Division of Building Standards and Codes regarding “More Restrictive Local Standards for Construction/More Restrictive Local Energy Codes requesting review of local standards for construction. All local laws that are less stringent than the version of the Unified Code effective 12/31/2025 should not be enforced, instead enforcing the 2025 Uniform Code. Email to be forwarded to the Code Enforcement Officer.
- Ayers house on Main Street discussed. Currently the building is in disrepair. The building has remained vacant for over two years and in order to be occupied would need to go before the Planning Board. There are currently no known plans for the property.
- Review of law needed for the vacant Otis property on Main Street. Single unoccupied homes have a time period that they can allow to be vacant and still be “grandfathered” in and whether active work on the property is considered in that determination. Trustee Christiano will inquire with the County Planning Board.
- The Mayor will be meeting with the Code Enforcement Officer. All properties will be considered equally in making sure all codes are being met.
- Trustee Christiano pointed out there is a gray area in our code where we have multiple family residences in an R1 district which goes against the current code. Many homes have been multiple family since before codes were established. Unsure of legality in enforcement.

OLD BUSINESS:

Budget 2026-2027 – Town of Leicester raised taxes 5%. Village was required to pass a local law in order to raise taxes above the 2% tax cap. Village is contemplating raising taxes 10% to work back to what the tax levy was prior to the fire district creation. Based on the Tax Cap Worksheet a 10% raise is only \$2,172 higher across the total Village levy. February Board meeting will focus primarily on the new 2026-2027 budget.

There was discussion regarding upcoming Village elections. More Village resident participation is needed to help fill vacant Village seats and become involved in elections.

DASNY has sent an email regarding the SAM Grant, requesting further paperwork. Most of the information requested is already in their office.

Rollover of CHIPS funding from this year to 2026-2027. Discussion ensued regarding stone and oil and fog sealing of roads and requesting quotes from Highway Superintendent Page.

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NEW BUSINESS:

Dog Control – Jason Yasso of the Livingston County Sheriff's Office presented information on the Sheriff's Department take over of Dog Control. The change had been in the making for about 10 years. Livingston County was the only county in the State that had Dog Control under the Department of Health. In October 2025 it was approved to transition dog control over to the Sheriff's office effective January 1, 2026. It is staffed with two full-time Deputies, one part-time Deputy and one full-time clerk-typist at the facility 8am-4pm Monday through Friday. Complaints and services will be provided twenty-four seven.

The Village (along with one other Village and 4 Towns) had an enhanced contract with the Department of Health to enforce local dog control ordinances/laws. Since the Sheriff's office can enforce these laws as part of their normal duties, the Board of Supervisors decided to discontinue the contracts, thus saving these municipalities the money budgeted for that expense.

The Sheriff's Department is hoping to implement stricter action for loose dogs and unlicensed dogs with increasing fees for each time a dog is found loose and taken to the dog control facility to try and curb the behavior of letting dogs run loose.

Trustee Christiano stated that our contract specified that if Dog Control was in our municipality and found a violation, they would take care of it at that time. Would that also be true with the Sheriff's Department? Mr. Yasso stated yes, his expectation would be for the Deputy seeing the violation to take care of getting the dog to the safe facility and assist finding an owner. They are also hoping to expand on outreach to dog owners in regard to keeping dog licenses and rabies vaccines current.

Quote – Life Safety – Smoke Detectors for Village Office – Quote for tying in smoke detectors into the current safety monitoring system received for a cost of \$2776.76. If prevailing wage is requested, will need new quote without tax. Clerk-Treasurer Beardsley will request new quote.

Fund Balance Policy - Follow up to the State Comptroller's Audit which advised the Village needed to implement a Fund Balance Policy. Fund Balance Policy proposal presented to the Board. Need to establish minimum and maximum scale as indicated. Proposed to establish minimum General Fund balance at a six-month average expense amount and maximum as total current fund balance plus \$50,000. General Fund includes investment accounts. Water Fund minimum set at \$50,000 and maximum at \$150,000. Fund Balance policy will be reviewed annually by the Board.

Motion by Trustee Rizzo, 2nd by Trustee Christiano to adopt Fund Balance Policy as proposed.
[Motion Carried 4-4]

MAYORS REPORT:

Board made the decision to make a donation to the American Legion Post 1007 in the name of Chad Young, the Village's water operator's brother who passed in January.

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CLERKS REPORT:

Flags have been ordered to replace old and tattered flags from last summer.

Ordered new hand-held control for blade on Gator. Further discussion occurred regarding the inability to plow sidewalks in the area of Pleasant Street and portions of Market Street. With the sidewalks so close to the road the snow from the roadway covers the sidewalks and makes it too difficult to clear with the Gator.

The Board discussed homeowners clearing snow from around fire hydrants. Deputy Clerk Bodratti will put out a message to encourage homeowners to please keep hydrants free from snow.

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 3453 - 3466 \$3,196.31 Water Fund Vouchers 1306 - 1317 \$43,227.94

NEXT VILLAGE BOARD MEETING:

Board of Trustees Meeting, February 23, 2026, at 6:30 pm at Village Hall.

ADJOURNMENT: Trustee Jacobs motioned, 2nd by Trustee Christiano to adjourn the meeting at 7:37 pm.
[Motion Carried 4-0]

Respectfully Submitted,
Deborah Beardsley
Clerk-Treasurer
Village of Leicester