

**TOWN OF LEICESTER**  
**TOWN BOARD WORK MEETING**  
**TUESDAY, MAY 8, 2018**  
**6:00 PM**

The work meeting of the Leicester Town Board was held on Tuesday May 8, 2018 at 6:00 p.m. at the Leicester Town Hall.

Present: Dave Fanaro, Town Supervisor; Karen Roffe, Matt Durbin, Council Members; Russ Page, Highway Superintendent; Amy Neumann, Town Clerk.

Others: Justin Steinbach, Clark Patterson Lee

The meeting was called to order at 6:00 p.m. by Supervisor Fanaro.

A Motion was made by Karen Roffe and Seconded by Matt Durbin to excuse Joni Santucci and Jerry Hull from the meeting. Motion carried. Ayes 3, Noes 0.

Supervisor Fanaro opened the floor to Guest Justin Steinbach from Clark Patterson Lee to explain to Board what a Comprehensive Development Plan is and what it can do for the Town of Leicester. Justin explained it's a vehicle for getting Grants for projects the town wants to accomplish. Examples: water, sewer. There are also grants for the cost of the Comprehensive plan application. A grant could get the Town of Leicester Started. Cost of preparing such grant would be \$1,500.00

Justin Steinbach gave each board members and extras for those not present to review at a later time of a layout for the Town of Leicester. He also provided each member with a Guidebook for Local Officials Dated 2015.

Planning Process for Comprehensive Plan:

- 1) Starts out with research. Natural Features and Demographics of Town
- 2) Community input. Pros/Cons
- 3) Long-term Vision. (In Ten years we would like the Town to look like this.)
- 4) Goals
- 5) Actions

Councilman, Matt Durbin asked if this is state mandated. Answer, it is not.

Justin Steinbach informs the board, this is a community driven plan and Community involvement is essential.

Town Board wants to take time to think about the information.

Interested Candidate for Zoning/Code Enforcement. Supervisor Dave Fanaro reports that Joan Miles is still working full time and has conflict with the hours she would be needed here. Received a letter of resignation from Dean O'Keefe Dated May 3, 2018 that his last day will be June 7, 2018. Discussion of the 18 months for certification and state paid courses start very soon.

Extended Warranty: This is due May 28<sup>th</sup> with Five Star Equipment and this is a 2 year extension. Tabled till next meeting on May 15, 2018. A final decision will be made then.

Town Road Driveway Permit: Highway Superintendent, Russ Page presented the permit draft to the board. Town Supervisor and Town Board will look it over and then it will be redrafted for approval.

Town Supervisor would like the Cemetery Rates to be on May 15, 2018 Agenda for discussion along with the Rules and Regulations.

The meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Amy Neumann, Town Clerk