

AGENDA

REGULAR BOARD MEETING

TUESDAY, February 27th , 2024, 7 :00 P.M.

OPEN MEETING: Pledge to the Flag

Minutes: January 2nd Organization Meeting January 9th Work Meeting and January 23rd Regular Meeting

HIGHWAY SUPT. REPORT: Russ Page

CODE ENFORCEMENT REPORT: Sean Sullivan

LEICESTER FIRE DEPARTMENT REPORTS; John Yasso

CUYLERVILLE FIRE DEPT. REPORTS: Frank Radesi

OLD BUSINESS:

Court Audit: Karen & Matt: Report & Accept Findings

ARPA Funds: Torture Tree is acceptable; Cemetery trees are not. Think of other options to get a plan in place soon. \$20,000.00 still available

Water Account Deficit: Jim Campbell will be attending the March 26th meeting to discuss the Water Account deficit. Will have a total by next meeting.

Fire Department Report Thursday at Celebrate reminder:

NEW BUSINESS:

Volunteers to put Town Clerk Benefit package in writing. (NYS Sick Leave Requirements, etc)

Financial Reports: Supervisors Monthly Report, Town Clerk Report, Record of Receipts

AUDIT ABSTRACT OF CLAIMS: _____.

BUDGET TRANSFERS: None

EXECUTIVE SESSION: None

ADJOURNMENT:

TOWN OF LEICESTER
REGULAR BOARD MEETING
TUESDAY, JANUARY 23, 2024, AT 7:00 P.M.

The Regular/Public Hearing Meeting of the Leicester Town Board was held on Tuesday, January 23, 2023, at 7:00 p.m. at the Leicester Town Hall.

Present: Richard White, Town Supervisor; Jason Yasso; Karen Roffe, Gerald Hull, Matthew Durbin, Councilmembers; Amy Neumann, Town Clerk.

Others: John Yasso, Dan Christiano, Jennifer Johnson, Frank Radesi, Lisa Semmel, Rob Semmel, Mayor Barry Briffa, James Kane, Rich Neumann, Herbert Barber, Jo Barratt

Pledge to the Flag: Deputy Supervisor, Jason Yasso led the Pledge to the Flag.

Presentation: Leicester Fire Department (John Yasso)

**TOWN OF LEICESTER
WORK BOARD MEETING
TUESDAY, JANUARY 9, 2024
7:00PM**

The Work Meeting of the Leicester Town Board was held on Tuesday, January 9, 2024, at 7:00pm at the Leicester Town Hall located at 132 Main Street, Leicester NY 14481.

Present: Rich White, Town Supervisor; Councilmembers, Gerald Hull, Karen Roffe, and Matthew Durbin, Russell Page, Highway Superintendent, Amy Neumann, Town Clerk

Excused: Councilmember Jason Yasso

Others: Rich Neumann, Lisa Semmel, Rob Semmel, Renee Fanaro, John Yasso, Jo Barratt, Todd Lubanski.

The meeting opened at 6pm and the Pledge to the Flag was led by Supervisor White.

Old Business:

Review Village Contracts, (Water, Fire, IMA): Review for the Town Board to discuss next meeting. Mayor Briffa will be present at the next meeting. John Yasso, Leicester Fire Department will be doing a presentation.

Tarpon Towers (Update): The Tower is in place. No antennas currently in place.

Highway Equipment Information Requested, Russ Page: Russ Page did research and looked at the two transfers and they came from the money market account. Supervisor White requested Justin Bennett from Baldwins to help find where funds for equipment came from. Justin Bennett provided some Insite and said they were wanting to use ARPA Funds to offset the water deficit.

Torture Tree Update, Russ Page: Russell Page has been in contact and discussion with Arborist and Josh has donated his time done test on the tree and will do a report in February as a work meeting presentation.

Historian Karen Roffe gave details that the Torture Tree is the Largest Burr Oak in the State that they knew of and is in the New York State Records as a Champion Tree. Cabling of the tree has been done in the past and needs preservation and maintenance. Cemetery trees have come down and smashed stones. There is Botsford trust for the cemetery and may be able to use it for maintenance. Supervisor White said let's see if we can come up with a plan.

New Business:

Youth Board, Renee Fanaro: Presented Update on the Teen Youth Recognition is February 2nd, 2024. Looking for quality applications for the validity of the award. Looking for 3-5 student information has been put on the Town Website. RFP Program Due January 26th, 2024, and there are funds for organizations for equipment.

Donations: A Motion was made to approve the following 2024-year donations by Councilmember Matthew Durbin and Seconded by Councilmember Gerald Hull.

Mt Morris Public Library	AA7410 \$350.00
Concerts in the Park	AA7110 \$500.00 (November approved.)
York/Leicester Senior Citizen	AA7550 \$650.00

York/Leicester Field Days AA7550 \$1000.00
American legion/Leicester AA7550 \$350.00
York/Leicester Kiwanis, Star Park AA7110 \$3500.00
Motion carried. Ayes 4, Noes 0.

Abstract of Claims for Prepays \$29,364.12: -(Water Bills)

A Motion was made to approve the Pre-Paid Abstract of Claims minus the water bills by Councilmember Karen Roffe and Seconded by Councilmember Matthew Durbin.
Motion carried. Ayes 4, Noes 0.

Supervisor White, state the water bills from York and the Village of Leicester to be turned over to LCWSA.

Supervisors Subjects:

Planning Board Vacancy: A Motion was made to reappoint Renee Fanaro to the Planning Board for 5-year term by Councilmember Karen Roffe and Seconded by Councilmember Matthew Durbin. Motion carried. Ayes 4, Noes 0.

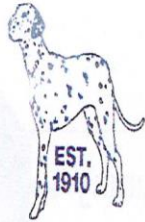
AKZO Committee Meeting: Supervisor White states might have finalization in February.

Training Rochester: Supervisor White has Training in Rochester for Newly Elected this week starting Wednesday to Friday.

Town Attorney: Supervisor White had a meeting with James Campbell. Supervisor White asked if there were any comments or concerns from the Town Board or Public. There were none.

Adjournment: A Motion was made by Councilmember Karen Roffe and Seconded by Councilmember Matthew Durbin. at 7:23 pm.
Motion carried. Ayes 4, Noes 0.

Respectfully Submitted by
Amy Neumann, Town Clerk

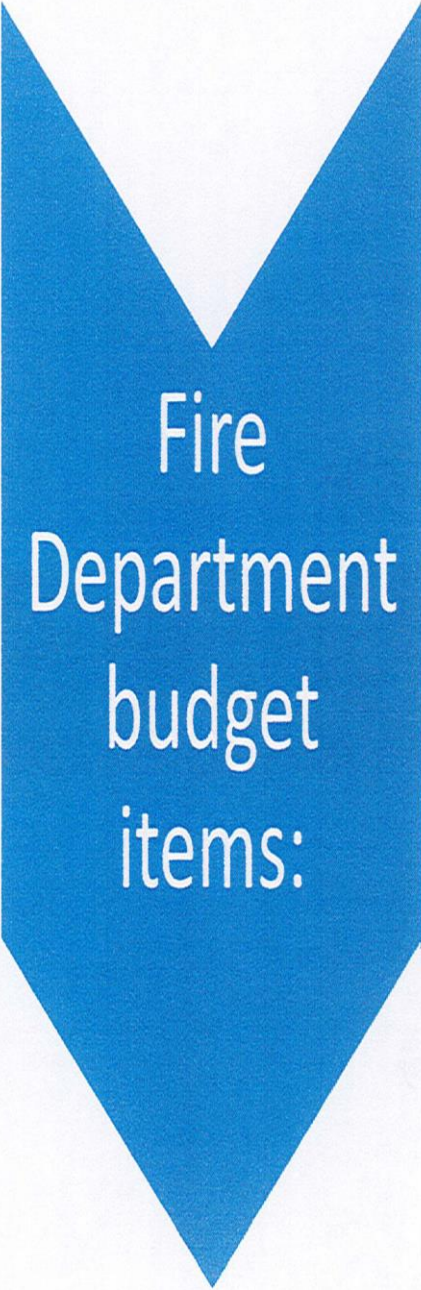


LEICESTER FIRE DEPT

VILLAGE / TOWN contract

2024

These items are needed to have a Fire Department exist.



Fire Department budget items:

- Fuel for trucks
- Truck maintenance
- SCBA maintenance
- New Equipment purchase
- Insurance for trucks and equipment
- Utilities – electric, gas, phone, internet
- Fire extinguisher annual service
- Breathing air compressor annual service
- Annual pump test for trucks
- Turnout gear replacement
- Hose replacement
- Future apparatus replacement

The Village of Leicester total expenses for the last 3 years has increased by 44% to support the operation of the Fire Dept.

2020 - 2021 expenses were \$35908.95

2022 – 2023 expenses were \$51917.89

2023 – 2024 (6 months) expenses are \$28544.78

*Fuel for trucks has increased by 33%

*Utilities for the operation of the Fire Dept has increased by 56%

*Equipment maintenance of the trucks has increased by 401%

The contract for fire protection has not increased in over 20 years. The Leicester Fire Dept. has responded to every Fire / Emergency call in the Town of Leicester.

	Village Budget code	Village budget 2023-2024	2022-23 year actual expenses	2023-24 year (6 months) expenses	Proposed FD budget 2024	2024 Town tax share 75%	2024 Village tax share 25%
Fuel for trucks	A1620.4	\$1,200.00	\$1,677.87	\$1,470.05	\$1,800.00	\$1,350.00	\$450.00
SCBA annual maintenance	A3410.4	\$1,000.00	\$1,060.15	\$1,608.04	\$1,700.00	\$1,275.00	\$425.00
Truck maintenance	A3410.4	\$5,000.00	\$8,763.62	\$13,662.27	\$15,000.00	\$11,250.00	\$3,750.00
New Equipment purchase	A3410.4	\$4,000.00	\$5,744.50	\$2,132.37	\$5,000.00	\$3,750.00	\$1,250.00
Insurance for trucks and equipment	A3410.41	\$9,180.00	\$7,724.00	\$8,157.00	\$9,000.00	\$6,750.00	\$2,250.00
Utilities - electric, gas, phone, internet for firehall	A1620.4	\$6,000.00	\$5,489.34	\$1,515.05	\$6,500.00	\$4,875.00	\$1,625.00
Fire extinguisher annual service	A1620.4	\$150.00	\$142.00	\$0.00	\$150.00	\$112.50	\$37.50
Breathing air compressor annual service	A1620.4	\$1,650.00	\$1,642.43	\$0.00	\$1,700.00	\$1,275.00	\$425.00
Annual pump test for 3 trucks	A3410.4	\$0.00	\$450.00	\$0.00	\$500.00	\$375.00	\$125.00
Turnout gear replacement	A3410.4	\$0.00	\$5,035.00	\$0.00	\$6,000.00	\$4,500.00	\$1,500.00
Hose replacement	A3410.4	\$0.00	\$2,295.00	\$0.00	\$3,000.00	\$2,250.00	\$750.00
Totals		\$28,180.00	\$40,023.91	\$28,544.78	\$50,350.00	\$37,762.50	\$12,587.50

2024 Town contract with the Village of Leicester for Fire Protection Services

Current contract \$26,000.00

2024 Contract increase to \$37,700 (45%) 75/25 split for 1 year

Minutes: A Motion was Made to table the Meeting Minutes November 2023 Work and Regular and December 2023 Work and Regular Board Meeting Minutes by Councilmember Karen Roffe and Seconded by Councilmember Gerald Hull.
Motion carried. Ayes 5, Noes 0.

Highway Superintendent, Russell Page: No questions and no Comments

HIGHWAY SUPT. REPORT JANUARY 2024

- Twelve days out of the past thirty-five, we have had some form of snow and or ice removal.
- Finished cleaning up the gravel pile at the shop and took it to the stockpile at the gravel pit.
- A fair amount of service and repair to the trucks and snow/ice removal equipment.
- Extended a driveway pipe at 4592 Caledonia Road.
- Did some cleaning, sorting, reorganizing items in the old wooden town barn to include checking sign inventory and fabricated a storage rack for signs.

- Met with Ken Estes from Cornell Cooperative Extension and Josh Galiley from J. Galiley Arbor Consulting at Boyd and Parker Park. Josh ran a couple tests on the Torture Tree and will be giving a report at the February board work meeting.
- Documented street light outages and submitted for repair.
- Hauled in 200 ton of salt to replenish the stockpile.
- Created some scrap steel from all the cleaning and took it to Multi-Metal Recycling.
- Unloaded two tree planter pots that were delivered to the shop for the Village. Put one in storage, set the other in front of the Ayers building on Main Street.
- Have done inspections and created a list of signs to replace or install along the roads and are working on that list.
- Started making a pass around town cutting brush with the brush cutter on the excavator.

Code Enforcement Report: No Questions. Or Comments from the Board or the Public.

Code Enforcement report 12/19/2023 - 01/23/2024.

No new permits for this period

Inspections.

1. Conditional final inspection for a pole barn at 4833 Covington Road. Passed pending final electrical inspection.

2. Final inspection for Andrew Cutting's new home located at 4702 Peoria Road. Passed, issuing Certificate of Occupancy

3. Preliminary framing inspection for Eric Butler's new home at 1789 Bush Road. Passed with exceptions. (Documentation for the windows that are required to have safety glass R308.4.3 Glazing in windows.)

Other work

I received a call asking what the process is to open a licensed cannabis dispensary in the town of Leicester. I will follow up with Jim Campbell to get some guidance.

I have developed a list of all the old permits that have not been closed and have started calling the applicants for updates on their projects.

Please don't hesitate to contact me with any questions.

Sean Sullivan

Code Enforcement Officer

Leicester, New York

Leicester Fire Dept. Report: John Yasso. Report was sent to the Town Board for review.

Village board meeting 1/22/2024 **Leicester Fire Dept. Report** Town Board Meeting 1/23/2024

1. Activities

Number of calls in the past month (Dec 18 – Jan 21) _4_ calls.

- 1) 12/19/23 – Haz Mat call – odor of gas 4892 York Road (Town)
- 2) 12/20/23 – Service call – tree down in the road 2843 Cuylerville Road Rt 39 (Town)
- 3) 01/15/24 – EMS call – Assist – 39 Market St. (Village)
- 4) 01/17/24 – Haz Mat call – odor of gas 5502 Mt Morris Road, Mint Trailer Park (Town)

December monthly training – Driver training

2. TRUCKS:

2017 Pumper Truck 135 – OK
2006 Pumper Truck 134 - OK
2006 Mini Pumper 133 – OK (was back in for service)

3. Fire hall:

1. Back Roof needs to have repairs:
* Quote approved at Board meeting 10-16-23. Job is scheduled with JJM Roofing
* 12/18/23 New Roofing has been completed.
* 1/18/2024 New Gutters installed. Job is now completed
2. Backup Generator?? – Wait Till Fire and EMS study is completed

4. Equipment

A) Need to order 2 more sets of gear for next budget year 2023-24. 7-9 months delivery time – Estm. \$6000.00
B) Application for 2023 Forestry grant has been submitted.
** Grant turned down

5. Other items

A) Local Gov Efficiency - Fire and EMS study grant approved for \$19,500 at Feb. 2023 Town and Village meetings. Total for the study is \$39,000.00
** 12/21/23 First draft review and vision meeting with each fire dept. At Town hall 5:30 pm for Cuylerville and 7:00 pm for Leicester. Meeting went well.
Final Presentations to the public should be in February 2024.
B) Contract with Town for Fire Protection is pending negotiations between both boards. Fire protection service to continue

Cuylerville Fire Dept. Report: Frank Radesi,

3 Fire Calls 8 Ems Calls From past years down 60 calls not responding as much to Mount Morris, NY.
Fire Chief gave CRG what they need except the truck cost in 10years from now.

Old Business:

Mayor Briffa- Open Contracts: 1.) Fire Contract \$37,700.00 Would like this back then we can work on the next two items. 2.) Will not pay for equipment costs for the Highway. 3.) Water Contract expired last January 2023, no notification for shutting off at star park. Will Supply Leicester water forever. Looking at renegotiations and willing to supply Cuylerville at the lower rate offer to resupply Mayor Briffa reported to the Town Board. Lease with County for next 40 years and there is an exit clause. Jason Molino at LCWSA has asked the Village of Leicester and Mount Morris to sit with the County. Councilmember, Karen Roffe asked Mayor Briffa what they budget for the Fire Contract. Councilmember Karen Roffe thought Village would match what the Town gives so it is a 50/50 split. Mayor Briffa said he runs a tight ship and Fire Budget. The village was refused the WIIA Grant and SAM Grant because the size of the Village is too small. They can't anticipate what is needed. He sees a 75/25 Split. Budget will reflect 25%. Mayor Briffa said let's keep working together and get things resolved.

Highway Equipment Information requested: Should have by next meeting, no action.

The phone System design should be here by the next meeting: Spectrum updated system. Dropped one phone. No automation due to small towns and will get a person. Draft for the Town Board to look at.

Working with LCWSA on water bills: Bills that were in question last meeting the Town is responsible for 1/3 and the County is responsible for 2/3rd of the cost. Because the County does not have a contract with the Town of York or the Village, we have to do the pass-through billing and we have to pay then they will reimburse us. County willing to take over two bills for last two residents when we get this

straightened around and there is a bill for a back flow unit on the Swearingen's property that we have paid in past years. Supervisor White will speak with Mr. Deming about it and see why we pay because its not our line.

Cemetery Grave Request-Update: The Customer will have to return the Deed and once that is returned, we will pay a check in the amount of \$225.00 as on the deed.

New Business:

Mine Permit needs to be renewed by June 2024: Information only no action the Town Clerk and Supervisor will work on this.

Court Audit: Appoint two Town Board Members to Audit Court Records for Feb 2024: Matthew Durbin and Karen Roffe Volunteered.

Financial Reports: A Motion was made to approve by Councilmember Jason Yasso and Seconded by Councilmember Gerald Hull.

Motion carried. Ayes 5, Noes 0.

Supervisor White will put reports in the Folder for one month for the Town Board to inspect instead of printing them all.

Department of Health WIIA Grant Denied. The Town Board is not interested in moving forward with this.

Audit Abstract of Claims: A Motion was made to audit and pay Abstract of Claims in the amount of \$49,952.20 by Councilmember Gerald Hull and Seconded by Councilmember Karen Roffe.

Motion carried. Ayes 5, Noes 0.

Budget Transfers: None

Executive Session: Discuss Village Contracts and Employee Benefits/Union Contract: A Motion was made to go into Executive Session by Councilmember Matthew Durbin and Seconded by Councilmember Karen Roffe at 7:40 p.m.

Motion carried Ayes 5, Noes 0.

A Motion was made to return to regular Session was made by Councilmember Matthew Durbin and Seconded by Councilmember Gerald Hull at 8:15 p.m.

Adjournment: A Motion was made to adjourn the meeting at 8:16 p.m. by Councilmember Jason Yasso and Seconded by Councilmember Karen Roffe.

Motion carried. Ayes 5, Noes 0.

Respectfully Submitted,
Amy Neumann, Town Clerk

Jan 2023 calls

01-09	tree in the road	5 responders
01-13	controled burn	1 responder
01-15	water problem	3 responders
01-17	smell of gas	3 responders
01-22	dumpster fire	5 responders
01-29	mvc	6 responders

We had 16 ems calls for the month

Total calls for January 22

Sent from [Mail](#) for Windows

1. Activities

Number of calls in the past month (Jan 21 – Feb 19) 2 calls.

- 1) 1-29-2024 Vehicle into ditch – Peoria Rd near Clapp Road (town)
- 2) 2-15-2024 Grass fire – near utility pole – Corner of Barratt Road and Rt.39

January monthly training – SCBA training

2. TRUCKS:

2017 Pumper Truck 135 – OK

2006 Pumper Truck 134 - OK

2006 Mini Pumper 133 – OK

3. Fire Hall:

1. Kiwanis to use Fire Hall for Chicken BBQ – April 6,2024
 2. Backup Generator?? – Wait Till Fire and EMS study is completed
-

4. Equipment

- A) Need to order 2 more sets of gear for next budget year 2023-24. 7-9 months delivery time – Estm. \$6000.00
 - B) Application for 2023 Assistance to Firefighters Grant is open and due by March 8, 2024
-

5. Other items

A) **Local Gov Efficiency** - Fire and EMS study grant approved for \$19,500 at Feb. meetings Town and Village. Total for the study is \$39,000.00

*** 12/21/23 First draft review and vision meeting with each fire dept. At Town hall 5:30 pm for Cuylerville and 7:00 pm for Leicester. Meeting went well.*

Final Presentations to the public will be in February 29, 2024.

B) **Contract** with Town for Fire Protection *is pending negotiations between both boards. Fire protection service to continue.*

1. Activities

Number of calls in the past month (Jan 21 – Feb 19) 2 calls.

- 1) 1-29-2024 Vehicle into ditch – Peoria Rd near Clapp Road (town)
- 2) 2-15-2024 Grass fire – near utility pole – Corner of Barratt Road and Rt.39

January monthly training – SCBA training

2. TRUCKS:

2017 Pumper Truck 135 – OK

2006 Pumper Truck 134 - OK

2006 Mini Pumper 133 – OK

3. Fire Hall:

1. Kiwanis to use Fire Hall for Chicken BBQ – April 6,2024
 2. Backup Generator?? – Wait Till Fire and EMS study is completed
-

4. Equipment

- A) Need to order 2 more sets of gear for next budget year 2023-24. 7-9 months delivery time – Estm. \$6000.00
 - B) Application for 2023 Assistance to Firefighters Grant is open and due by March 8, 2024
-

5. Other items

A) **Local Gov Efficiency** - Fire and EMS study grant approved for \$19,500 at Feb. meetings Town and Village. Total for the study is \$39,000.00

*** 12/21/23 First draft review and vision meeting with each fire dept. At Town hall 5:30 pm for Cuylerville and 7:00 pm for Leicester. Meeting went well.*

Final Presentations to the public will be in February 29, 2024.

B) **Contract** with Town for Fire Protection *is pending negotiations between both boards. Fire protection service to continue.*

LIVINGSTON COUNTY NOTICE OF MEETING

Public Notice

The Town and Village of Leicester recently entered into agreement to conduct a study into the efficiency and future needs of the Leicester and Cuvlerville Volunteer Fire Departments. There will be a presentation by CGR who conducted the study, detailing their final report which includes options of creation a fire district, consolidation of the two departments or remaining as they are. The presentation is open to the public and will be held on February 29, 2024 at 7 pm at 74 Mt. Morris Rd. Leicester, the Celebrate Church.

HIGHWAY SUPT. REPORT

FEBRUARY, 2024

- Six days out of the past thirty-five, we have had some form of snow and or ice removal.
- Hauled in 200 tons of salt to replenish the stockpile.
- Working on the list of signs to replace or install along the roadsides.
- Some service and repair to some of the snow/ice removal equipment.
- Helped the Village of Mt. Morris repair a couple of fire hydrants and a couple for the Town of Mt. Morris as well.
- Servicing the roadside mower.
- Some repair to the brush cutter head on the excavator. Have done some brush cutting along the roadsides, the Northwest corner of town is mostly done. Waiting on a part for the excavator to resume this operation.
- Moved a curb box to the back side of the ditch for the Village of Leicester at Smith's, 36 Mahoney Street.
- Helped the T/O York with a water break on Rte.63 in Piffard.
- Completed our every 5 yr. Dig Safe training at the Village of Mt. Morris DPW facility.
- Due to a high wind event, a small tree came down across the Crooked S section of Brian Road cut up and put to the side.
- Made a pass around town and cold patch filled potholes.
- Attended a pre-advocacy event with State legislators at the T/O Canadaigua Highway facility.
- Made a pass around town picking up garbage, tires, etc..
- Helped the T/O Mt. Morris change a cross pipe on River Road.