

# *Village of Leicester*

## **June 27, 2022 Board of Trustees Meeting**

**CALL TO ORDER:** Mayor Briffa called the meeting to order at 6:45 pm followed by the Pledge of Allegiance.

**PRESENT:**

**Mayor:** Barry Briffa  
**Trustees:** Dan Christiano, Tom Frantz, Don Jacobs, Ken Rizzo  
**Clerk-Treasurer:** Kirstie DeGraff  
**Fire Chief:** Jim Kane, President John Yasso  
**Highway Superintendent:**  
**Water Operator:** Chris Young  
**Zoning/Code Enforcement:**  
**Residents:** Deborah Beardsley, Karen Roffe

**MINUTES:** The minutes of the MY 16, 2022 and June 16, 2022 Board Meetings were accepted on a motion by Trustee Christiano, 2<sup>nd</sup> by Trustee Rizzo [Motion Carried 4-0]

**COMMITTEE REPORTS:**

**Fire Company Report:** President John Yasso presented the following:

- 11 calls in the last month
- Training will be focused on Ladder Use & Placement
- June 5<sup>th</sup> call Code Enforcement Officer still hasn't called back – this is a continuing problem with him not retuning calls for Fire Department
- Issues with P135 have been fixed.
- Turnout Gear quotes \$4900 for (2) sets approved on a motion by Trustee Jacobs, 2<sup>nd</sup> by Trustee Frantz [Motion Carried 4-0] Six months lead time for order
- Air System quote from Susquehanna Fire approved on a motion by Trustee Rizzo, 2<sup>nd</sup> by Trustee Jacobs [Motion Carried 4-0]
- Kiwanis BBQ July 16<sup>th</sup> approved on a motion by Trustee Rizzo, 2<sup>nd</sup> by Trustee Christiano [Motion Carried 4-0]

**Highway Department:** Mayor Briffa reported on behalf of Highway Superintendent Russ Page on the following:

- Stake out ordered for Jones Bridge Rd. Mayor Briffa has arranged for excavator rental for Mark to use to dig out ditch in Village's ROW
- work order for Town to mow Village streets

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

- The meter reading Trimble has died. There was question as to whether readings could be manually read or estimated based on usage this quarter last year. It was agreed to estimate bills based on last year's usage during the same quarter in order to get the bills processed and income generated to pay Mt Morris. Badger no longer supports the meter reading equipment as it is obsolete. Chris requested a couple of days to try to get the equipment serviced and noted pulling the battery may reset the Trimble.
- Chris noted the Seneca pit needed to be pumped and after some discussion on the history, Chris will call Seneca to arrange for them to pump.
- Chris noted he needs better location equipment, and that the Town may split the cost.

# Village of Leicester

## June 27, 2022 Board of Trustees Meeting

- Mayor Briffa noted that the Town and Village have come to a settlement on the unpaid water due to the billing error beginning in 2014. The Town will pay the Village \$180,000 in 4 payments of \$45,000 each on 12/15/22, 12/15/23, 12/15/25 and 12/15/25. After reviewing the Settlement Agreement proposed by the Town, it was agreed to accept the agreement with the additional wording "Late Fee: A 10% penalty, consistent with the Village's Late Fee Policy, will be assessed to any Settlement Payment received after the Settlement Payment Deadline" on a motion by Trustee Rizzo, 2<sup>nd</sup> by Trustee Jacobs [Motion Carried]

**Zoning:** No report

### **OLD BUSINESS:**

**Community Building:** Mayor Briffa noted that there is a new lease agreement with ARC for the remainder of 2022 until the proposed closing on the purchase of the building.

**SAM Grant:** Mayor Briffa noted that there is still no progress on the grant to reimburse the \$158+K spent on the Route 36 Water Main Replacement Project.

### **NEW BUSINESS:**

**Property Maintenance Law:** Mayor Briffa reported that he has been working with Code Enforcement Officer Chuck Cagle in the creation of the Property Maintenance Law to address rubbish, debris, garbage and the overall property exterior within the Village. Public Hearing will be August 15<sup>th</sup>.

**Junk Yard Law:** Mayor Briffa reported that he has been working with Code Enforcement Officer Chuck Cagle in the creation of the Junk Yard Law to address "junk yards" as defined by the law and junked vehicles, trailers, etc. within the Village. Public Hearing will be August 15<sup>th</sup>.

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

**Children at Play Signs:** Mayor Briffa noted the recommendation of Highway Superintendent Russ Page to remove all Children at Play signs throughout the Village as it has been done throughout the county due to liability. After some discussion it was agreed to remove the signs.

**York Leicester Field Days:** After some discussion, it was agreed to donate \$100.

### **CLERKS REPORT:**

**Clerk's Resignation:** Clerk-Treasurer DeGraff noted that she will remain in her position at least until July 15<sup>th</sup> to train her replacement.

### **BUDGET MODIFICATIONS:**

Clerk-Treasurer DeGraff presented the following budget modifications for the 2021-2022 Budget Year that were approved on a motion by Trustee Rizzo, 2<sup>nd</sup> by Trustee Frantz [Motion Carried 4-0]:

A1010.4	to	A1210.4	\$48.26	A1010.4	to	A1620.42	\$251.74
A1620.41	to	A1620.42	\$1,260.05	A1325.1	to	A1620.42	\$289.75
A1325.2	to	A1620.42	\$500.00	A1325.4	to	A1620.42	\$7,100.22
A1362.4	to	A1620.42	\$11.60	A1420.4	to	A1620.42	\$192.00
A1440.4	to	A1620.42	\$1,000.00	A1450.4	to	A1620.42	\$100.00
A1620.1	to	A1620.42	\$30.00	A1620.4	to	A1620.42	\$1,280.05
A1990.4	to	A1620.42	\$3,882.35	A1325.12	to	A1620.42	\$704.50
A1910.4	to	A3410.41	\$716.39	A1620.4	to	A3410.41	\$62.18

# Village of Leicester

## June 27, 2022 Board of Trustees Meeting

A1920.4	to	A3410.41	\$273.00	A7110.2	to	A3410.41	\$445.19
A7110.1	to	A5110.4	\$26.00	A7110.2	to	A5182.4	\$1,196.25
A5410.2	to	A5110.4	\$1,000.00	A7110.1	to	A5110.4	\$121.59
A7110.4	to	A5110.4	\$534.18	A7140.4	to	A5110.4	\$1,234.49
A7310.4	to	A5110.4	\$1,150.00	A8010.11	to	A5110.4	\$999.92
A8010.4	to	A5110.4	\$157.80	A8170.4	to	A5110.4	\$147.61
A9030.8	to	A5110.4	\$69.53	A9035.8	to	A5110.4	\$87.71
A9040.8	to	A5110.4	\$356.22	A9050.8	to	A5110.4	\$500.00
A9055.8	to	A5110.4	\$141.02	A7110.1	to	A7110.2	\$19.07
A8010.11	to	A8010.1	\$0.08	A8560.4	to	A8510.4	\$1,987.31
A8170.4	to	A8510.4	\$36.04	A9055.8	to	A9010.8	\$112.00
F8320.4	to	F8310.4	\$1,787.34				

### **AUDIT OF BILLS:**

Trustee Rizzo motioned, 2<sup>nd</sup> by Trustee Christiano, to accept the bills as audited [Motion Carried 4-0]  
General Fund Vouchers 2579-2612 \$16,360.61      Water Fund Vouchers 948-955 \$7,129.73

### **ENTER EXECUTIVE SESSION:**

Mayor Briffa excused Clerk-Treasurer DeGraff. Trustee Rizzo motioned to enter Executive Session to discuss employment at 8:18 pm, 2<sup>nd</sup> by Trustee Jacobs [Motion Carried 4-0].

### **EXIT EXECUTIVE SESSION:**

Trustee Christiano motioned to exit Executive Session at 8:22 pm, 2<sup>nd</sup> by Trustee Rizzo [Motion Carried 4-0].

**Clerk-Treasurer Position:** Trustee Jacobs motioned, 2<sup>nd</sup> by Trustee Rizzo to hire Deborah Beardsley to replace Kirstie DeGraff as Clerk-Treasurer at \$20/hr starting August 1, 2022 and will be entitled two (2) vacation days and two (2) personal days.

**Village Office Hours:** Beginning October 1<sup>st</sup>, new Office hours will be Monday and Friday 8:00 am – 2:00 pm and closed on Wednesdays.

**ADJOURNMENT:** Trustee Christiano motioned, 2<sup>nd</sup> by Trustee Frantz to adjourn the meeting at 8:30pm.  
[Motion Carried 4-0]

Respectfully Submitted,  
Kirstie DeGraff  
Clerk-Treasurer  
Village of Leicester