

Town of Leicester

Regular Board Meeting

Meeting Minutes March 24, 2026

1. Call to Order/Roll Call

Town Supervisor Richard White called the meeting to order; the Pledge of Allegiance was recited.

All Board members were present except Councilman Gerald Hull, who was absent.

Also present were Town Clerk Amy Neumann, Highway Superintendent Russell Page, Town Attorney James Campbell, and LCWSA representative Jason Molino.

2. Approval of Minutes: Work Meeting Minutes from March 10th, 2026

Deputy Supervisor Jason Yasso made a motion to accept the March 10th work meeting minutes as written. Councilmember Karen Roffe seconded the motion. Motion Passed unanimously.

3. Reports / Communications to the Board

3a. Code Office Report

Code Officer David Walters submitted his written report to the Board.

3b. Town Clerk Financial Reports: Animal, Marriage, and Monthly Receipts

Town Clerk Amy Neumann submitted her financial reports covering animal licenses, marriage licenses, and monthly receipts.

3c. Highway Superintendent Report

Highway Superintendent Russell Page provided an update on the transition from winter to spring operations. The department is working on replacing damaged signs and planning road projects for the upcoming season. He attended advocacy day in Albany with other highway personnel to discuss potential state funding for summer projects.

The department is reviewing assets for potential surplus at the May municipal auction, including bee plows, stone boxes, and an old York grader. Highway Superintendent Page noted that stone boxes could bring \$400-500 rather than scrap value.

Spring activities include pothole repairs, road sweeping, and managing salt residue as motorcycles begin using the roads. The department performed well on salt usage this winter and has adequate supplies remaining.

Deputy Supervisor Yasso mentioned a Dunkley Road resident requesting assistance with roadside cleanup, and Highway Superintendent Page confirmed the department could pick up bagged debris.

3d. Supervisors Financial Reports: Supervisors Report and Budget Report

Town Supervisor White provided his financial report and budget report, which was sent electronically to Board members to avoid printing multiple copies.

3e. Cleaning contract is due: Review.

Town Supervisor White reported receiving a new cleaning contract with a modest increase from \$109 to \$115. The Office Staff has been dissatisfied with the current service for two years. Outreach to Pagano for alternative quotes has not received a response. Councilmember Matthew Durbin offered to inquire about a local individual who might provide cleaning services. The Board agreed to table this item for one more meeting pending Councilmember Durbin's follow-up.

4. White Creek Solar

4a. Road Damage Bond of \$40,000.00 has been received.

Town Supervisor White reported receipt of a \$40,000 road damage bond from White Creek Solar, based on an estimated 4/10 mile of road usage. Highway Superintendent Page noted that the company has used roads extending to Lower Peoria Road and River Road to the Sportsman's Club, potentially requiring a larger bond. Town Attorney Campbell recommended documenting the actual road usage to ensure adequate bonding coverage, as the current amount may be insufficient for the actual impact.

5. Highway Department

5a. Dumpster Contract

Highway Superintendent Page reported ongoing discussions about the dumpster contract to better understand billing variations and potentially secure better pricing through competitive bidding.

5b. Local law 01-26 Re-Introduction

Town Attorney James Campbell officially introduced Local Law 01-26, which corrects a \$1,400 salary calculation error for the Highway Superintendent position that occurred during the preliminary budget process. The error resulted in Highway Superintendent Page being paid less than the intended amount.

5c. Set Public Hearing on Local Law 01-26, correcting the Salary of the Highway Superintendent

Councilmember Matthew Durbin made a motion to schedule a Public Hearing on Local Law 01-26 for the April 14th meeting at 7:00 PM. Councilmember Karen Roffe seconded the motion. Motion Passed unanimously.

6. PT/WTWD

6a. Meeting with Conflict Attorney on 3/12/26; Council Person Roffe and Supervisor White attended.

Town Supervisor White reported that he and Councilmember Karen Roffe met with the Conflict Attorney regarding the Water District Formation, and the meeting went well.

6b. Agreement with LCWSA has been forwarded and we are awaiting agreement of terms.

The Water Authority contract has been presented to LCWSA, and Jason Molino provided language changes that have been agreed upon by the Attorney and Town Supervisor White. The Town is awaiting determination of whether a waiver is needed from the AKZO Committee for water service outside the county.

6c. Expect the Board to be served with petition to create water district.

Town Attorney Campbell expects to review petition sufficiency by the April 14th meeting, potentially leading to acknowledgment of adequate signatures to proceed with district formation.

6d. Set Public hearing on formation of the water district: Need to have petition reviewed first. HOLD

Town Attorney Campbell outlined the timeline for water district formation, anticipating a Public Hearing on Wednesday, May 6th due to newspaper publication requirements, with potential district formation action on May 12th. This schedule provides adequate time for the WIA application process.

6e. Household survey letter: Changes?

Town Supervisor White presented a household survey letter requiring one correction to name spelling. The survey will be conducted by G&G Engineering for both existing and potential new customers. The Board authorized sending the corrected survey.

7. Audit of Claims

Deputy Supervisor Jason Yasso made a motion to pay Abstract of Claims #3 as audited in the amount of \$26,802.44. Councilmember Karen Roffe seconded the motion. Motion Passed unanimously.

8. Cemetery Caretaker: John Yasso

8a. Cemetery Markers

Cemetery Caretaker John Yasso requested approval to purchase lot markers for cemetery maintenance, specifically end markers that can be driven into the ground and mowed over to help with lot boundary identification. Councilmember Matthew Durbin made a motion to authorize spending up to \$500 from the cemetery fund for markers. Councilmember Karen Roffe seconded the motion. Motion Passed unanimously.

9. Other Business

Traffic Safety Chair Dennis Prevost mentioned that Councilman Hull had approached him about establishing speed limits on Peoria Road, requiring completion of a T-9 form. This item will be discussed when Councilman Hull returns.

10. Executive Session: If needed

No executive session.

11. Adjournment

Deputy Supervisor Jason Yasso made a motion to adjourn, which was seconded by Councilmember Karen Roffe at 7:25 p.m. Motion Passed unanimously and the meeting was adjourned.