

Town of Leicester

Town of Leicester Work Meeting; February 10th, 2026

Meeting minutes

Town of Leicester Work Meeting

Tuesday, February 10, 2026, | 7:00 PM | Leicester, NY

1. Call to Order/Roll Call

a. Pledge to the Flag

Jason Yasso led the Pledge of Allegiance.

b. Board Members Present/Excused: Supervisor Richard White, Deputy Supervisor/Councilmember Jason Yasso, Councilmember Gerald Hull, Councilmember Karen Roffe, Councilmember Matthew Durbin

c. Others Present: Town Clerk Amy Neumann, Eric Weiss CPL, Jason Molino LCWSA, Town Attorney James Campbell, Highway Superintendent Russell Page.

d. Dennis Prevost, T.J. Gullo, Kara Gullo, Rob Semmel, Lisa Semmel, John Yasso, Matt Askins, Polly Rice, Ben Rice, Arlene Webb, Dean Webb, Keith Knopick, Ken Mock, Anne Hooper, Mike Hooper, Sarah Lenard, Brian Lenard, Erica Estruch, Jane Holt, Paul Webb, Barry Lingle, Barbara LeVerdi Bryan Donnelly, John Stanley, Sharon Stanley, Herb Barber, Robin Murphee, Gary Murphee, Amy Morin, Dan Morin, Lisa Wasson, Paul Banach, Heather Treadwell, Laura Miller(Scondras) Tim Carnes, Kathy Carnes.

2. Approval of Minutes

a. Motion to accept Minutes of January 27th Regular Board Meeting

The board moved to accept the minutes from the January 27th Regular Board Meeting.

3. Reports / Communications to the Board

a. USDA - Request to trap Insects on Town Property

The Supervisor advised the board that the USDA is requesting permission to trap the European cherry fruit fly on town property, likely at Boyd Parker Park and the cemetery —

similar to a trapping program they ran the previous year for a different insect. The board had no objections and was supportive of the idea.

b. Letter of Support for Livingston County Government Efficiency Grant - Code Enforcement & Housing Planning

The Supervisor informed the board that he submitted a letter of support for the county's government efficiency grant, which is exploring whether there would be any benefit to consolidating code enforcement services countywide. Councilmember Karen Roffe noted this has been a topic of conversation for a long time and expressed support for moving it forward.

c. Supervisors Financial Reports: January's Supervisors Report and Budget Report sent to Board

The Supervisor noted that his financial reports, which weren't ready in time for the last meeting, had been sent to the board digitally and confirmed that the board members had received them.

d. LCWSA - Will be submitting a second attempt for funding sewer Pump replacement in sewer district one

The Supervisor reported that the Livingston County Water and Sewer Authority plans to submit a second funding application for the sewer pump replacement in Sewer District 1, which was not funded in the previous attempt.

e. Planning Board Appointment: Sean Sullivan has offered to sit on Leicester Planning Board: will need to officially vacate Code position!

The Supervisor shared that Sean Sullivan has offered to join the Leicester Planning Board, and that he would need to officially vacate his current Code position before the appointment could be made. The board reacted positively, agreeing that Sullivan would be a good fit.

f. Copier Quote from Toshiba

The Supervisor presented two copier quotes from Toshiba for the board's reference, noting it's probably time to replace the current machine. He pointed out the main difference between the two options is price, with the only functional trade-off being the potential loss of 11x17 paper capability — though he noted he doesn't believe that size has ever been used in the office. The board agreed to table further discussion for a less busy meeting night.

4. White Creek Solar

a. Road Survey should have been conducted - expect to be in writing by the end of the week

The Supervisor reported that a road condition survey was to have been completed, noting that Highway Superintendent Russ confirmed he had seen various survey crews out in the area, though their specific affiliation was unclear. A written report was expected by the end of the week.

b. Road Use Agreement

The Supervisor walked the Board through the proposed Road Use Agreement. He noted that the project's impact on Town Roads is limited, with construction traffic coming in from the north — down Retsof Road to Caledonia Road, and along River Road off Chandler Road. Two escrow accounts are part of the agreement: one accessible at any time for emergencies, and a second for negotiating any necessary repairs. The contractor is also responsible for restoring all roads to their pre-construction condition.

**c. Motion to approve Road Use Agreement as presented and attached:
Resolution 0201-2026**

Motion by a Councilmember Matthew Durbin to approve the Road Use Agreement as presented, Resolution 0201-2026. Seconded by Councilmember Karen Roffe. Motion carried.

d. Received a letter of concern - Marsha Trathern - White Creek Solar

The Supervisor noted that a late letter of concern was received from Marsha Trathern regarding White Creek Solar. He advised the Board that it doesn't directly affect the Town but that the Town was included in the correspondence, and he wanted Board Members to be aware in case the topic came up in conversation.

e. Contracts for AKZO Funds: County and LCWSA

The Supervisor reported that the contracts related to the AKZO funds — both with the County and with Livingston County Water and Sewer Authority — are currently in the works.

5. Town Cemetery

a. Gathering info on Fence Replacement: Is it needed? Trees? 2025 Quote

The Supervisor shared that approximately \$5,000–\$6,000 had been budgeted to begin replacing the cemetery fence and provided a quote for the Board's review. Highway Superintendent Russ raised the idea of considering evergreen plantings along the perimeter as an alternative to fence maintenance. However, Councilmember Karen Roffe raised a practical concern: many people unfamiliar with the Cemetery already have difficulty finding it due to the existing pine trees, and the Cemetery lacks proper signage. She cautioned that fully lining the south side with evergreens would make it even harder to locate.

b. Snow Plowing

The board discussed snow plowing at the cemetery after learning someone had gotten stuck there. The proposal was to plow only the paved portion going forward, with a turnaround at the end, to prevent further problems. It was noted that some people have resorted to cutting through an adjoining private property to access the cemetery when conditions are poor. The Highway Superintendent indicated he was acceptable to taking on that plowing responsibility.

c. Tree survey

Councilmember Roffe noted that she had previously reached out multiple times to a gentleman who had done tree work at Boyd & Parker Park about conducting a tree inventory at the Cemetery but had not heard back. She committed to trying to reach him again. The Board agreed a tree assessment would be valuable given recent large branch failures, with the goal of identifying potential hazards before any headstones are damaged.

6. Pine Tavern Water District / West Town Water District

a. Set possible dates to open Town Hall for Petitions

The Board discussed setting dates to open Town Hall so that residents interested in signing the Water District Petition could come in, reducing the need for as many door-to-door visits. Town Supervisor confirmed that approximately 10 days would be needed to get a mailer prepared and out to residents. After noting that Court is held on Wednesdays, the Board settled on Thursday, February 19th and Thursday, February 26th as the two open signing dates.

b. MRB engagement letter for conflict services

The Supervisor explained the purpose of the MRB engagement letter, clarifying to the Board — and offering a public apology to Eric Weis for any confusion — that this arrangement has nothing to do with CPL's existing services. Rather, because CPL's Eric Weis works for both the Town and the Water Authority, a neutral third-party engineer is needed to review any contracts or shared work between the two entities and confirm that the terms are fair and equitable to both sides.

c. Resolution authorizing Town Supervisor to sign MRB Engagement Letter: Resolution 0202-2026

Motion by Councilmember Jason Yasso to approve Resolution 0202-2026, authorizing the Town Supervisor to sign the MRB Engagement Letter. Second, by Councilmember Gerald Hull. Motion carried.

Public Information to follow at about 7:30

Noted; the Public Informational meeting on the Pine Tavern/West Town Water District followed the conclusion of Town Business.

7. Budget / Line Transfers

a. Highway Superintendent's Pay was calculated incorrectly

The Supervisor reported that the Highway Superintendent's salary had been calculated incorrectly for the year — and acknowledged that it was Russ himself who caught the error. The issue stemmed from the Bookkeeper needing to subtract the insurance buyout from the base salary. The buyout increased from \$2,000 last year to \$3,500 this year, but the Bookkeeper mistakenly deducted the higher amount in the wrong direction, resulting in a \$1,400 shortfall in Russ's pay. The Supervisor noted that because the salary was officially posted, a Local Law will need to be drafted and passed to correct it. Town Attorney Jim Campbell will prepare the necessary documentation for a future meeting.

8. Public Informational Meeting on PT/WTWD - 7:30 PM

a. Questions

The Supervisor introduced Eric Weis of Clark Patterson Lee and Jason Molino of the Livingston County Water and Sewer Authority, who conducted the Public Informational Presentation on the proposed Pine Tavern/West Town Water District.

Project Overview: Weis walked attendees through a project location map, explaining that the District's Water Supply would be made possible through a Regional Water Supply project being administered by the Livingston County Water and Sewer Authority. That regional backbone — running approximately 25 miles, up Perry Road and Gibsonville Road, connecting to a New York State Parks main on Crapsey Road — includes a new water storage tank and pump station on Perry Road. Jason Molino added that tomorrow marks the official design kickoff meeting for the regional project.

What a Water District Means: Eric Weis emphasized a key principle: only the property owners within the district bear the costs of the infrastructure — not the broader Town. The district would function as a separate taxing entity, with a dedicated line item on property owners' tax bills, administered by the Town Board.

Project Scope: The district covers properties on Perry and Gibsonville Roads. The public portion of the project includes approximately 50,600 linear feet of 8-inch water main, hydrants, gate valves, and service connections run to each property line. Meter pits are included for properties where the structure is more than 150 feet from the right-of-way. The water supply will ultimately come from the City of Rochester's Hemlock and Canadice Lake source, purchased through the LCWSA.

Private Responsibilities: Property Owners would be responsible for running the service line from their property line to their home, including any interior plumbing modifications. Eric Weis noted that while property owners can choose to keep their well, New York State law requires proper disconnection between a private well and the public supply. He acknowledged that in his experience, most people ultimately choose well abandonment. There will also be a one-time application fee from LCWSA, though Weis noted that depending on how the project bids out, that cost may be reimbursable through project funds.

Unit Cost and Annual Costs: The Board settled on a unit-based method for distributing annual debt service costs. Single-family homes and mobile homes are assessed at 1 unit; multi-family dwellings at 1 unit for the first dwelling and a half unit for each additional; undevelopable vacant parcels at a tenth of a unit; developable vacant parcels at a half unit; and vacant parcels in a certified New York State Ag District at no units. Based on approximately 150.2 total units, the estimated annual debt service per single-family home is \$693. Combined with an estimated annual water bill of approximately \$507 through LCWSA, the total estimated annual cost for a typical single-family homeowner is approximately \$1,200 per year. Eric Weis stressed that this figure is a key decision point for residents considering whether to support the petition.

Connection is Optional: Eric Weis clarified an important nuance: if a property is within the district, the debt service charge applies regardless of whether the owner connects to the water main. However, connection itself is optional. A homeowner comfortable with their existing well is not required to connect but could choose to do so later if their well situation changes.

Petition Process: Eric Weis explained that the legal petition is the formal mechanism for residents to express support for the district. Petitions are based on county tax rolls; if two owners are listed for a property, each owner gets a separate vote. The petition must receive signatures representing at least half of the assessed valuation and at least half of the residential properties to pass. Eric Weis encouraged petition carriers — who must themselves live within the district — to aim well beyond the 51 percent threshold, given the need for review by funding agencies. He also noted that if the estimated project costs or annual figures change upward, the process would need to start over.

Grant Assumptions and Funding: Total estimated project cost is just under \$7,000,000. Assuming a 70 percent grant threshold through the New York State Environmental Facilities Corporation's Water Infrastructure Improvement Act (based on last year's threshold), the estimated grant is just under \$4,900,000, leaving a local share of approximately \$2,100,000. Financing for the local share would be sought through USDA Rural Development at an estimated conservative rate of 3.75 percent over 38 years. Eric Weis noted that if rates decrease, the annual cost could come down as well.

Additional Initiatives — Income Survey and Well Testing: Eric Weis informed residents that the Town has contracted with G&G Process — run by Jay Grosso of LeRoy — to conduct an income survey of district properties. The purpose is to document the median household income of the area, as lower income levels improve the chances of securing grant funding. He assured residents that individual income data would not be shared with the Town Board — they would only receive anonymized aggregate numbers. Residents should expect a mailer and possibly a door-to-door visit from the surveyor. Additionally, the Town will be looking for residents willing to have their private wells tested through the County Health Department, as documented water quality issues can improve grant scoring.

Timeline: Eric Weis outlined that the goal is to get the petition completed and the district formed so the Town Board can submit grant applications in the summer, with funding announcements typically coming in November or December. Assuming grants are secured, design would begin in early 2027 and most residents could anticipate having water at their door by spring of 2028.

Questions from the Public:

Kara Gullo (Jones Bridge Road) asked about the current level of support among residents. The Supervisor and Jason Molino both referenced the earlier online survey, and Eric Weis reported that of 114 applicable survey responses, 81 percent indicated they were in favor, 16 percent said maybe, and only 4 percent said no. Eric Weis acknowledged that now there are real cost figures attached, which may affect how people feel.

Robin Murphree asked whether Gibsonville Road was still included, noting it had appeared in the earlier survey. The Supervisor and Eric Weis confirmed it is included in the district, with Jason Molino adding that the capital costs for that stretch are covered under the regional project — a grant already substantially secured — which is part of why the overall cost structure works.

Jane Holt asked whether she should be encouraging her neighbors to go and sign the petition. The Supervisor confirmed she should, noting that in addition to tonight's signing opportunity, dates of February 19th and 26th have been set, and that petition carriers will also be doing door-to-door outreach.

Laura Miller raised a question about Peoria Road and New Road, noting residents had been told those areas wouldn't be included. Eric Weis explained the project goes as far hydraulically as possible — up to the last property that can be served before gravity and pressure constraints become a limiting factor. It was confirmed that both New Road and Peoria Road are part of the district and will be served, with the connection running under the railroad tracks off Route 36.

A question was raised about whether the water main would dead-end on some roads and whether that posed water quality concerns. Eric Weis acknowledged that loops are ideal but explained that technology has advanced significantly — including improved chlorination injection systems, disinfection byproduct removal systems installed in all water storage

tanks, and water age modeling that can trigger automatic flushing on dead-end sections. These measures together make dead-end configurations manageable.

Barbara LeVerdi asked whether only property owners sign the petition, or if renters could sign. Town Attorney James Campbell confirmed that only property owners sign. He also clarified that for properties owned by an LLC or corporation, an authorized representative may sign, and for properties held in trust, the trustees may sign.

A question was raised about whether New York State Parks would be sharing in the debt service costs. Jason Molino explained that the Parks are contributing just under \$6,000,000 toward the regional transmission and distribution system, largely to cover the oversizing of infrastructure to meet their needs, rather than paying into the district's debt service directly.

Tim Carnes asked about the location of the planned water storage tank. Eric Weis said the exact property has not been finalized, but it's anticipated to be somewhere near the Five Corners area, at a suitable elevation.

b. Set dates to use Town Hall for petition signing

The Board confirmed that Town Hall will be open for petition signing on Thursday, February 19th and Thursday, February 26th. A direct mailer will go out to all district property owners notifying them of these dates. The Town Clerk asked that all signed in before leaving the meeting if they had not already.

9. Adjournment

A Motion by Councilmember Matthew Durbin to adjourn at 7:52 p.m. and Seconded by Councilmember Jason Yasso. Motion carried.