

# Town of Leicester Regular Meeting, October 28, 2025

## Meeting minutes

### Call to Order/Roll Call

Supervisor Richard White called the meeting to order, and asked John Yasso to lead the Pledge of Allegiance.

### Board Members Present/Excused

Present: Supervisor Richard White, Councilmember Karen Roffe, Councilmember Gerald Hull, Deputy Supervisor Jason Yasso, Excused Councilmember Durbin (illness).

### Others Present

Town Clerk Amy Neumann, Town Attorney James Campbell, John Yasso, Dennis Prevost, Lisa Semmel.

### Open Public Hearing on proposed 2026 Town of Leicester Budget

#### Enter Notice and posting dates into minutes

Town Clerk Amy Neumann read the Legal Notice of Public Hearing into the record, noting that it had been published in the Livingston County News on October 17th and 24th, 2025. The notice included the time and location of the hearing, availability of the preliminary budget for public review, and the proposed schedule of salaries for elected town officials for 2026.

#### Motion to open the Public Hearing on the Town of Leicester's 2026 Budget

Motion by Councilmember Karen Roffe, seconded by Councilmember Jason Yasso, to open the Public Hearing for the proposed 2026 Town of Leicester Budget at 7:04 p.m. Motion carried.

#### Discussion from Board - Records management

Supervisor White proposed adding \$5,000 to the budget for a records retention program, to be funded from fund balance. He explained that the Town has filing cabinets and paperwork filling a room and the entire attic with documents that could be digitized. He suggested looking for Grants to supplement the allocation and noted the Records Retention line would change Budget from 1,237,767 to 1,287,767.

Supervisor White elaborated that the program would involve scanning documents and implementing a retrieval system. The Town's Copier could scan documents, but an Organizational System would also be needed. He mentioned possibly hiring a Part-Time Person, perhaps a student, to work a few hours weekly on the project under supervision of the Town Clerk and Court Clerk. The goal would be to start with the newest records and work backward, while also purging documents that no longer need to be retained.

Town Clerk Neumann noted that while Financial and Employment Records must be kept, other documents could be disposed of after being digitized. Councilmember Roffe mentioned that the State has Records Management Programs through the New York State Archives that could be consulted.

#### Discussion from Public

There were no comments from the Public.

## **Approval of Minutes**

### **Motion to accept Minutes of October 14th Work Meeting**

Motion by Councilmember Jason Yasso, seconded by Councilmember Karen Roffe, to approve the Minutes of the October 14th Work Meeting. Motion carried.

### **Motion to accept Minutes of September 23 Regular Meeting**

The Board agreed to defer approval of these minutes to the next meeting as not all members had time to review them.

## **Reports to the Board**

### **Highway Superintendent Report**

Supervisor White noted that Highway Superintendent Russell Page has been back as much as possible and submitted his Report, which was available to all Board Members.

### **Town Clerk Financial Reports: Animal, Marriage and Monthly Receipts**

Supervisor White confirmed that these reports were available and that all Board Members had received copies by email.

### **Code Office Report**

No Report was submitted.

### **NYMIR Insurance Premium for 2026**

Supervisor White presented the NYMIR Insurance Premium information for 2026, noting an increase of nearly \$3,000 from the previous year (compared to a \$1,000 increase last year). The explanation provided indicated that the increase was within industry parameters. Supervisor White mentioned that one contributing factor was ensuring a Truck that wouldn't be usable for another year.

Supervisor White also noted that in 2026, all Municipalities will be mandated to provide Cybersecurity Training for anyone using Town Computers or Accessing the Town Internet. The Town will need to develop a program after the first of the year to meet this requirement.

### **Supervisors Financial Reports: Supervisors Report and Budget Report**

Supervisor White provided copies of his Financial Reports to Board Members and noted that the Full Budget Document was available in the Town Clerk's Office for review.

## **Other items**

### **River Road Poles**

Supervisor White reported that approximately half of the poles had been moved, with the remaining half still pending.

### **New Code Officer Candidate**

Supervisor White reported that he was still working to get someone in place by November 1st, noting there had been an issue with Civil Service.

### **RGE & NYSEG Rate Hike Info**

Supervisor White reported that RG&E and NYSEG were proposing significant rate increases. RG&E was seeking a 22-26% increase, while NYSEG was requesting a 23-33% increase. Information about the rate hikes had been posted on the Town Website.

Supervisor White mentioned that according to the utilities, 22-25% of their increases were due to State Mandates. While initially sympathetic to their position, he later heard at a Town Supervisors' Meeting that these Companies have been seeing steady increases in profits.

## **Invitation from YCS for Veterans Day Celebration**

Supervisor White shared an invitation from York Central School for their Veterans Day Celebration at 10 AM. He noted that he had attended in the past and found them to be excellent events, but he might not be able to attend this year due to schedule conflicts. He encouraged any interested Board Members or Community Members to attend.

## **Green Light Letter NYSACO**

Supervisor White mentioned the Green Light Program for Military Veterans, noting that all Board Members were familiar with it. He commented that the program had gone National but reportedly started in Livingston County.

## **Resolution From Congressman Nick Langworthy**

Supervisor White presented a resolution from Congressman Nick Langworthy's Office Opposing Government-Mandated Natural Gas Bans. The resolution aimed to support Municipal Home Rule.

Town Attorney James Campbell explained that while the resolution would likely be symbolic rather than have substantive impact, he believed supporting Municipal Home Rule was important as it helps minimize State interference in Local decision-making.

Board Members expressed support for the resolution. Supervisor White indicated the Board would prepare its own resolution for the next meeting.

## **Resolution 10-01-2025**

### **Motion to Authorize the Supervisor to sign Extension 3 of the Intermunicipal Agreement for Equipment, Machinery, Tools and Services Sharing, January 1, 2026, to December 31,2026**

Supervisor White explained this was the third of five possible Extensions to the agreement with Livingston County. The only change was a 5% across-the-board increase to all rates.

Motion by Deputy Supervisor Jason Yasso, seconded by Councilmember Gerald Hull, to authorize the Supervisor to sign Extension 3 of the Intermunicipal Agreement for Equipment, Machinery, Tools and Services Sharing with Livingston County, effective January 1, 2026, to December 31, 2026.

## **Roll Call Vote**

Council Member Durbin: Absent, Council Member Roffe: Yes, Council Member Hull: Yes, Council Member Yasso: Yes, Supervisor White: Yes. Motion Carried.

## **Resolution 10-02-2025**

### **Motion to Bind the Town of Leicester Insurance Coverage with NYMIR at \$30,625.00**

Motion by Councilmember Gerald Hull, seconded by Councilmember Karen Roffe, to bind the Town of Leicester Insurance Coverage with NYMIR at \$30,625.00.

## **Roll Call Vote**

Council Member Durbin: Absent, Council Member Roffe: Yes, Council Member Hull: Yes, Council Member Yasso: Yes, Supervisor White: Yes. Motion Carried

## **Audit of Claims: Abstract #10**

### **Motion to pay Abstract of Claims #10 as audited, in the amount of \$33,770.33**

Motion by Councilmember Karen Roffe, seconded by Councilmember Gerald Hull, to pay Abstract of Claims #10 as audited, in the amount of \$33,770.33. Motion Carried.

## **Close Public Hearing on proposed 2026 Town of Leicester Budget**

### **Any additional Comments on 2026 Budget Proposal**

No additional comments were made.

### **Motion to Close the Public Hearing for the proposed 2026 Budget**

Motion by Councilmember Karen Roffe, seconded by Deputy Supervisor Jason Yasso, to close the Public Hearing for the proposed 2026 Budget at 7:31 p.m. Motion Carried.

## **Budget Adoption**

### **Motion to adopt the 2026 Budget: Resolution 1003/2025**

Motion by Councilmember Gerald Hull, seconded by Deputy Supervisor Jason Yasso, to adopt the 2026 Budget with the addition of \$5,000 for records retention to be funded from fund balance.

## **Roll Call Vote**

Council Member Durbin: Absent, Council Member Roffe: Yes, Council Member Hull: Yes, Council Member Yasso: Yes, Supervisor White: Yes. Motion Carried.

## **Executive Session: If needed**

No executive session was needed.

## **Adjournment**

Motion by Councilmember Karen Roffe, seconded by Deputy Supervisor Jason Yasso, to adjourn the meeting at 7:32 p.m. Motion Carried.