

Village Board Meeting Minutes
August 1, 2023

The Village of Caledonia Board of Trustees held a meeting on Tuesday, August 1, 2023 at 4:00 p.m. at the Village Office.

Members Present: Mayor Scott DiLiberto, Trustee Janet Cappotelli, Dorothy Grant-Fletcher and Sarah Santora. Also present was Working Foreman Chris Buckley, Code Enforcement Officer Mike Burnside, Officer-in-Charge Jared Passamonte and Village Attorney Ed Russell.
Absent: Deputy-Mayor Jerry O'Donoghue.

A **motion** was made by Trustee Grant-Fletcher to approve the July 5, 2023 Board Meeting Minutes; Trustee Santora seconded the motion.

AYE: Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

Abstain: Mayor DiLiberto was not present at this meeting.

Mayor DiLiberto Report – the Garden Club will be unable to continue flowering the pots on State and Main Street. One option is for the businesses or non-profit clubs/teams to adopt-a-pot. Plans continue with the April 2024 Solar Eclipse event.

Trustee Cappotelli discussed the Conceptual Master Plan for Monument Park prepared by the MRB Group. The scope of services includes site condition assessment, visioning meeting with local officials and stakeholders, conceptual site master plan including recommended hardscape and softscape enhancements plus approximate costing and time impacts of improvements. It should take MRB eight weeks to complete the work. The fee is \$3,500. The First Impressions grant would help fund the cost. A **motion** was made by Trustee Cappotelli to accept MRB Group's proposal for the Monument Park Conceptual Master Plan pending approval of county grant funds; Trustee Grant-Fletcher seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

Trustee Santora discussed the NY Forward Grant. Tim McCardle will assist with creating a video. The next meeting will be on Tuesday, August 8th at 3:30 p.m.

Working Foreman Chris Buckley presented the July DPW Report. Water samples were negative. The GIS mapping continues as does installing new remote water meters. 18 stake outs were performed. New sidewalks continue on Church Street. Micrpaving was done on Hambro Park, Sand Hill Road, Ellen Place, Armstrong Place, Weitzel Lane and Country Club Drive. Mowing continues and lights were installed at Washburn Park in the recreation building. A **motion** was made by Trustee Grant-Fletcher to accept the report; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

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Sweeper – after testing a used sweeper and concerns regarding costs of potential repairs, it was decided to purchase a brand-new sweeper. The 2023 cost of a Freightliner M2 Chassis with Bucher V65t vacuum street sweeper is \$291,360. A **motion** was made by Trustee Cappotelli to purchase the street sweeper for 7 annual payments of \$38,676 and a \$75,000 down payment; Trustee Grant-Fletcher seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

Code Enforcement Officer Mike Burnside presented the July CEO Report. Two fence permits were issued, a Certificate of Occupancy, high grass violation notices and unregistered vehicle notice. Construction inspections were done at 3158 State Street, the new Cal-Fit building. Mike is also working with the DPW/engineers to get a water main moved at Upstate Breaker/1 Technology Place. A **motion** was made by Trustee Santora to accept the report; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

Clerk-Treasurer Ann Marie Grattan presented the July Clerk Report. Submitted were Budget Status Reports for General, Water, Capital and T&A Funds, a list of revenues and expenditures and the Financial Report. Department Supervisors received their Payroll & Contractual Reports. The Tax Reconciliation Report totals collected was \$14,134.71 for July. A **motion** was made by Trustee Grant-Fletcher to accept the report; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

Officer-in-Charge Jared Passamonte presented the July Police Report. There were 75 calls for service, eight Town of Caledonia assists, 16 traffic tickets issued, three arrests, two mental health issues and three motor vehicle accidents. An arrest was made for grand larceny at the Caledonia Marketplace. The Caledonia PD assisted the Livingston County Sheriffs Office with a fight at the camp ground on Flint Hill Road and at an accident on Wheatland Center Road. There was a grass fire on McGovern Road, a minor fire on Maple Street, a juvenile issue on Jane Street and a family/juvenile issue at Tennent Park. Several child protective service reports were sent in for investigations. There are no issues to report at the Back the Blue Rally at the fairgrounds. A **motion** was made by Trustee Cappotelli to accept the report; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

A **motion** was made by Trustee Santora to approve the 2023 School Resource Officer contract with the Caledonia school district; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

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Local Law #5-2023, Village Attorney Ed Russell presented an amendment to §59 – Animals, section 19 & 20. A **motion** was made by Trustee Grant-Fletcher to schedule a public hearing for Tuesday, September 5, 2023 at 6:30 p.m. to amend Chapter 59 of the Village Code; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

Bills were audited and ordered paid:

Abstract #741, General \$2,198.07 & Water \$485.63

Abstract #742, General \$392.00

Abstract #743, General \$254.02

Abstract #109, Capital \$4,866.75

Abstract #534, Water \$15,937.96

Abstract #744, General \$63,539.60 & Water \$2,481.40

A **motion** was made by Trustee Grant-Fletcher to approve the bills paid; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

Trustee Cappotelli offered the following Resolution with Trustee Grant-Fletcher moving for adoption:

**Proclamation of Cooperation
Between the Villages situated within Livingston County**

WHEREAS, Livingston County (hereafter “County”) is composed of seventeen Towns (hereafter, collectively, “Towns”) and nine Villages (hereafter, collectively, “Villages”); and

WHEREAS, the County, Towns and Villages work cooperatively together to accomplish common goals and improve the local communities therein; and

WHEREAS, nonetheless, the Villages face certain hurdles and must take certain considerations for their residents that differ from the wants and needs of the Towns and the County; and

WHEREAS, Villages benefit from open lines of communication to share information and knowledge with each other which leads to a cooperative, symbiotic relationship; and

WHEREAS, Villages desire to formally proclaim their intent to continue working cooperatively together for the betterment of each Village and its constituents, while continuing to work cooperatively with the Towns and the County.

NOW, THEREFORE, THE VILLAGES PROCLAIM AS FOLLOWS:

1. Information and knowledge will continue to be shared between Villages.
2. The Village agree, when appropriate, to promote a unified voice at the Town, County, State and Federal levels to benefit all Villages withing Livingston County.

AYE: Mayor DiLiberto, Trustees Cappotelli, Grant-Fletcher and Santora

NAY: None

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Court Audit – Trustee Grant-Fletcher met with Court Clerk Meg Donegan to conduct the annual review of Justice court records. Appendix 10 for Justice Riggi and Justice MacKay was complete for the fiscal year. A **motion** was made by Trustee Santora to accept the June 1, 2022 to May 31, 2023 Court Audits; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

A **motion** was made by Trustee Grant-Fletcher to approve the following Budget Transfer; Trustee Santora seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

H5410.400 Sidewalks \$8,487.10 from H5110.400 Streets

A **motion** was made by Trustee Santora to approve Chris Buckley to sign the Shared Services Agreement between the NYSDOT and the Village of Caledonia; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

2023 Firefighter Exemption – a **motion** was made by Trustee Grant-Fletcher to move forward with proper approval of the new exemption; Trustee Santora seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

At the September board meeting, a Public Hearing will be scheduled for an October Local Law.

A **motion** was made by Trustee Cappotelli to approve the LGS-01 Records Retention and Disposition Schedule review of fiscal records 2016-2017 for destruction conducted by Mayor DiLiberto; Trustee-Grant Fletcher seconded the motion.

AYE: Mayor DiLiberto, Trustee Cappotelli, Grant-Fletcher and Santora

NAY: None

There being no further business, the meeting adjourned at 5:10 p.m.

Ann Marie Grattan
Clerk-Treasurer