

**Village Board
Meeting Minutes
February 6, 2024**

The Village of Caledonia Board of Trustees held a meeting on Tuesday, February 6, 2024 at 6:30 p.m. at the Village Office.

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

A **motion** was made by Trustee Santora to approve the January 2, 2024 Board Meeting Minutes; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

A **motion** was made by Trustee Cappotelli to approve the January 18, 2024 Board Meeting Minutes; Deputy-Mayor O'Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

A **motion** was made by Trustee Santora to approve the January 25, 2024 Board Meeting Minutes; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

Public Forum: Joe Wild, Caledonia Lions Club discussed the Lions Club International Foundation grant they are the recipient of in the amount of \$5,000. The NYS & Bermuda Lions Foundation is a non-profit organization that provides matching funds for projects that are beyond the financial reach of individual Lions Clubs, for the benefit of their community. The Lion's Club will match the \$5,000 grant and donate \$10,000 to the village for a new pavilion at Washburn Park. The project would start at \$20,175 for a 24'x36' wood structure. Additional funding to complete the project would come from the village and donations from the Tim Anderson memorial. Trustee Cappotelli was appointed Administrator by the Lions Club for disbursement of funds. The Village Board thanked Mr. Wild for their generous donation.

Bonnie Webster, village resident – discussed garbage on the roadways and around businesses. Bonnie would like to form a clean-up committee to tackle the debris. The county sheriff's office no longer has a clean-up program through the county jail. Trustee Cappotelli will meet with Bonnie and a member of the school to discuss putting together a team of volunteers. Caledonia-Avon Road also is in need of a clean-up, which is in the Town of Caledonia. Trustee Santora will contact Mike Heins of the DOT to discuss that area. Also discussed was Railside, LLC. located at 217 North Street, concerns regarding the vehicles out front and condition of the property. In 2011, the Village brought a case to the Livingston Supreme and County Court. The terms of the Consent Order detail what the owner/defendant can and can't do at the property.

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Code Enforcement Officer Mike Burnside will visit the property and report back its conditions.

Sandra & Chris Austin, owners of 3092 Main Street, the stone house previously owned by the Gigglin' Pig. Discussed their plans to convert the structure to a Bed and Breakfast with two units downstairs and one larger unit upstairs. The property is zoned B-2, which does allow for a Bed and Breakfast/hotel type use. Village Code §215-93 outlines the process of applying for a special permit from the Village Board. The permit would be valid for 5-years after the Board of Trustees holds a public hearing pursuant to the conditional requirements and conditions of Chapter 215-93.

Code Enforcement Officer Mike Burnside presented the January CEO Report. A building permit was issued for cellular antennas on the tower at 2943 Main Street. Construction inspections continue at 1 Technology Place, 3191 Philmore Avenue and 3108 Main Street. A Certificate of Occupancy was issued to the Play Café at 229 North Street. An order to remedy was issued to 3154 State Street; the business had not been issued a Certificate of Occupancy. Mike continues to update forms and labels and has completed the annual US Census Data Report. Mike also met with an owner about a home addition. A **motion** was made by Trustee Santora to accept the report; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

Working Foreman Chris Buckley presented the January DPW Report. 6,024,000 gallons of water was pumped and both water testing samples were negative. New water meters continue to be installed with approximately 200 remaining. The old pump house has been cleaned and organized. Shelves were built in the water parts building. 21 stake outs were performed and the GIS mapping continues. 38 tons of salt has been used to date. New signs have been installed throughout the village. Christmas trees were picked up and cold patching was done. The new street sweeper was delivered and normal maintenance continues on other equipment. Material estimates were presented for a 24x36 pavilion at Washburn Park. Chris reported that youth sport clubs are being required to have an AED at every practice and games. Mayor DiLiberto previously had checked with Tompkins Insurance to see if the village was required to provide AED's. They confirmed the village is not however we will check back with Tompkins Insurance for any regulations in regards to the summer recreation program. Chris had a team meeting with MMB regarding revamping Monument Park. Trustee Santora provided a picture of a structure she is interested in for the reconstruction of the park. Carbon monoxide detectors were installed at the Village Office and the gutters at the DPW shop were cleaned. Chris presented a list of code revisions for Chapter 202 on speed limits, no parking any time and certain hours and handicapped parking. A copy will be forwarded to the Village Attorney to present an amended Local Law. A **motion** was made by Trustee Cappotelli to accept the report; Deputy-Mayor O'Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

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The Police Report was presented for January. There were 55 calls for service, six Town of Caledonia assists, 18 traffic tickets issued, three arrests, one mental health incident and three motor vehicle accidents. OIC Passamonte attended the Livingston County Police Chiefs meeting in Nunda. Several background checks were completed for the LC Sheriff's Office. Office Decker has resigned from his part-time position and was hired by the Geneva Police Department full-time. A **motion** was made by Trustee Cappotelli to accept the report; Deputy-Mayor O'Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora
NAY: None

A **motion** was made by Deputy-Mayor O'Donoghue to accept Stephen Decker's letter of resignation effective January 17, 2024; Trustee Santora seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora
NAY: None

A **motion** was made by Trustee Cappotelli to hire Randall Hoke as a part-time Police Officer, \$24 per hour, effective February 6, 2024; Deputy-Mayor O'Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora
NAY: None

School Resource Officer Mike Burnside presented the January SRO Report. There were 31 requests for police services, three out-of-building assists, one criminal juvenile case cleared, 12 classroom visits and two emergency drills. There were multiple incidents of a disruptive kindergarten student, two elementary school fights and family trouble at the elementary school bus stop. There was a truancy issue with a middle school student and parents, student who pushed a staff member, campus driving complaint, several student vs student harassment complaints, student transport and an ambulance call. Officer Decker offered a "Military as a Career" presentation to middle school students. A **motion** was made by Trustee Cappotelli to accept the report; Deputy-Mayor O'Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora
NAY: None

A **motion** was made by Trustee Santora to approve CM Youth Baseball & Softball use of Tennent Park from March 18, 2024 to July 20, 2024; Deputy-Mayor O'Donoghue seconded the motion. The 2024 certificate of insurance will be forwarded to the village.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora
NAY: None

Clerk-Treasurer Ann Marie Grattan presented the January Clerk Report. Submitted were General & Water Budget Status Reports, revenues and expenditures and the Treasurer Report. Department Supervisors received their Payroll & Contractual Budget Reports. A **motion** was made by Trustee Cappotelli to accept the report; Trustee Santora seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None
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Monroe County Water Authority – notice was received from LCWSA that rates will increase again this year beginning on January 1, 2024. A **motion** was made by Trustee Cappotelli to increase village rates from \$6.70 per 1,000 gallons to \$6.80 per 1,000 and the Iroquois Road mobile home community from \$9.95 per 1,000 gallons to \$10.05 per 1,000 gallons effective on February 6, 2024; Deputy-Mayor O'Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

Bills were audited and ordered paid:

Batch #140, General \$637.53 & Water \$349.94

Batch #155, General \$75,000.00

Batch #157, General \$460.51 & Water \$202.31

Batch #158, General \$399.00

Batch #125, General \$33,954.09 & Water \$19,536.82

A **motion** was made by Trustee Cappotelli to approve the bills paid; Deputy-Mayor O'Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

Trustee & Mayor Reports:

Trustee Cappotelli discussed the Solar Eclipse Kickoff event at Washburn Park on Friday, April 5th. She will contact the Caledonia Country Club to obtain permission for vehicles to park in their lot. Dean Manley was present at the meeting. Janet and Dean discussed the tent and where the beverages and band should be placed.

Trustee Santora is a member of a new committee through the Livingston County Workforce Development. The committee focuses on poverty needs in our communities. The group has gathered information on the challenges those living in poverty face. It looks to develop targeted, effective programs and services that would address their crucial needs.

Mayor DiLiberto presented the plaque the DPW received at the APWA awards ceremony held on January 25th at RIT College. The Small Cities/Rural Communities Project of the Year award for the Church Street Road and Water Improvements Project. The Urban Forestry grant training is under way. Clerk-Treasurer Ann Marie Grattan will attend training on February 15th.

A **motion** was made by Deputy-Mayor O'Donoghue to approve Mayor DiLiberto to sign the 2024 Caledonia War Veterans Memorial lease agreement; Trustee Santora seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

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A **motion** was made by Trustee Cappotelli to approve Clerk-Treasurer Ann Marie Grattan and Mayor DiLiberto to process Solar Eclipse bills and Budget Amendments on an as-needed basis; Trustee Santora seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

All payments processed and Budget Amendments will be brought back to the Village Board for review at the March 5th board meeting.

A **motion** was made by Trustee Santora to approve the following Budget Amendment; Deputy-Mayor O'Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

FX1440.400 Engineering Contractual \$608.41 from FX8340.400 Trans & Distribution Contractual

There being no further business, Deputy-Mayor O'Donoghue made a motion to adjourn at 8:50 p.m.; Trustee Cappotelli seconded the motion

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora

NAY: None

Ann Marie Grattan
Village Clerk-Treasurer