

**Village Board Meeting Minutes  
November 1, 2022**

**The Village of Caledonia Board of Trustees held a meeting on Tuesday, November 1, 2022 at 6:30 p.m. at the Village Office.**

**Members Present:** Mayor Scott DiLiberto, Deputy-Mayor Jerry O'Donoghue, Trustee Janet Cappotelli and Sarah Santora, Working Foreman Chris Buckley, Code Enforcement Officer Mike Burnside and OIC Jared Passamonte. Absent: Trustee Dorothy Grant-Fletcher.

A **motion** was made by Trustee Santora to approve the October 4, 2022 Board Meeting Minutes; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

**Public Hearing:** Clerk-Treasurer Ann Marie Grattan read the legal notice. A **motion** was made by Deputy-Mayor O'Donoghue to open up the Public Hearing regarding an AirBnb at 3169 Church Street; Trustee Cappotelli seconded the motion.

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

NAY: None

**Open Forum:** Janet Byron, owner of Tax Map #'s 7.7-1-56, 7.7-1-55-111 & 7.7-1-55-12, discussed deer accidents crossing Main Street and asked for the Village Board to support her request for the DOT to install 2-way signs east and westbound. A **motion** was made by Trustee Cappotelli to provide a letter to the Department of Transportation requesting the 2-way warning sign; Trustee Cappotelli seconded the motion.

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

NAY: None

**Mayor DiLiberto Report** – discussed a Mumford residents concern about an untasteful flag on a flagpole on North Street. The political flag is on private property and cannot be removed by the village. The Mayor, Deputy-Mayor and Trustee Santora attended the Caledonia Library ground breaking ceremony on the new building addition. This year's Festival will be called the Trout Festival and will be held on Saturday, June 3, 2022. Trustee Santora will apply for grant funding.

**Trustee Reports** – Trustee Cappotelli discussed the Parks Committee that will be meeting with Chris Buckley to further discuss the needs of park improvements. The survey's turned into the Village Office and those the Cornwell's collected will be combined together. Additional meetings with more public participation will be held after the Committee meets. Trustee Cappotelli, liaison to the Recreation Commission informed the board Josh Shelton, Program Director, will be stepping down in April from his position. A job opening ad will be in the Genesee Valley Pennysaver twice in November. Hometown Holidays will be on Saturday, December 3<sup>rd</sup> with a night-time parade and tree lighting. Trustee Santora discussed a previous conversation at the October meeting regarding a resident concern of vehicles speeding on Park Place near the cemetery.

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The village insurance provider, NYMIR, New York Municipal Insurance Reciprocal, for legal purposes will not allow installation of new signs saying “Slow – Children at Play”. After the October meeting, the speed sign was moved to this area and the Police Department is reviewing the data for reporting purposes.

**Code Enforcement Officer Mike Burnside provided the October CEO Report.** Permits were issued for a shed, an alteration, residential solar, library expansion, reroof and a new house to an existing foundation at 3086 Mill Street. Three construction inspections continue and meetings were attended at the Planning Board and Zoning Board of Appeals. In addition, the CEO met with a new owner on State Street regarding renovations, reviewed the solar law and put a No Certificate of Occupancy posting at 3154 State Street, which stopped a planned event. 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

**Clerk-Treasurer Ann Marie Grattan presented the October Clerk Report.** Submitted were Budget Status Reports for General, Water, Capital and Trust & Agency Funds, a list of revenues and expenditures and the Financial Report. Department Supervisors received their Payroll & Contractual 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

A **motion** was made by Trustee Cappotelli to accept the Clerk Annual Audit Report completed by Mayor DiLiberto for the fiscal year June 1, 2021 to May 31, 2022; Trustee Santora seconded the motion.

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

NAY: None

**Working Foreman Chris Buckley presented the October DPW Report.** 6,316,000 gallons of water was pumped and water samples were negative. Meter vaults have been winterized and 14 stake outs were performed. AMR water meters continue to be installed. The GIS mapping project has begun; the receiver has been received. Church Street continues to be worked on and the paving is complete. The area between the sidewalk and gutters is being cleaned up for winter and patching driveway aprons, planting trees will be complete in the spring. Leaf pick-up has begun and mowing continues. The park bathrooms have been winterized and trucks #13 and #15 had new tires installed. A new overhead heater was installed in the DPW shop and a new zoning system installed at the Village Office building. A **motion** was made by Deputy-Mayor O’Donoghue 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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**OIC Jared Passamonte presented the October Police and SRO Reports.** There were 60 calls for service, seven Town of Caledonia assists, five motor vehicle accidents, 17 traffic tickets issued and three arrests. There were several issues involving custody/family court and assisted Child Protective Services with a case. The PD provided security and traffic control at the CM football field. Officer Goater appeared at Grand Jury for a felony case. The DWI grant reimbursement was forwarded to the Sheriff's Department. A fraud case of funds stolen from a bank account was resolved with the bank refunding the resident \$12,000. A mental health incident occurred at the A-Plus mini-mart. OIC Passamonte is interviewing for a part-time Police Officer position. The SRO Report had 19 requests for police services, five out-of-building assists, one juvenile criminal case cleared, nine classroom visits and five emergency drills. Of six traffic stops, four received tickets. A harassment investigation between a student and staff has been closed. Video surveillance is recorded and shared with the Superintendent. There were two ambulance calls on campus. The SRO met with CPS regarding a student, dealt with a student/bus issue, assisted with fire prevention and planned a lock down drill. A **motion** was made by Trustee Santora to accept the reports; Trustee Cappotelli seconded the motion. AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora  
NAY: None

A **motion** was made by Trustee Santora to accept Hudson Vasile's letter of resignation from the Caledonia Police Department effective October 25, 2022; Trustee Cappotelli seconded the motion.  
AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora  
NAY: None

**Public Hearing Comments** - none. A **motion** was made by Deputy-Mayor O'Donoghue at 7:30 p.m. to close the Public Hearing; Trustee Cappotelli seconded the motion.  
AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Cappotelli and Santora  
NAY: None

**The following Resolution was offered by Deputy-Mayor O'Donoghue with Trustee Santora moving for adoption:**

**WHEREAS**, a resolution was duly adopted by the Board of Trustees of the Village of Caledonia on October 4, 2022 for a public hearing to be held on November 1, 2022 at the Caledonia Village Hall, 3095 Main Street, Caledonia, New York, to hear all interested parties on a proposal to consider an application for a AirBnb located at 3169 Church Street in the Village of Caledonia,

**WHEREAS**, notice of said public hearing was duly advertised in the Livingston County Newspaper, the official newspaper of said Village of Caledonia, and

**WHEREAS**, said public hearing was duly held on November 1, 2022 at the Caledonia Village Hall, 3095 Main Street, Caledonia, New York, and all parties in attendance were permitted an opportunity to speak on behalf or in opposition to the appropriation, or any part thereof, and

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**WHEREAS**, the Board of Trustees, after due deliberation, finds it in the best interest of said Village to adopt the Resolution.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of the Village of Caledonia hereby adopts said Resolution to permit the AirBnb located at 3169 Church Street for 3 years.

**RESOLVED**, that the Village Clerk is hereby directed to enter said Resolution in the minutes of this meeting.

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

NAY: None

Once the application is returned by the property owner, Mayor DiLiberto will sign the permit.

**Solar Local Law Chapter 106** – item tabled until December pending review of the permit offered by CEO Mike Burnside.

**Bills were audited and ordered paid:**

Abstract #720, General \$18,071.78 & Water \$770.57

Abstract #105, Capital Fund \$52,869.77

Abstract #721, General \$337.53 & Water \$75.54

Abstract #722, General \$40,007.45 & Water \$9,020.54

Abstract #106, Capital Funds \$90,275.33

Abstract #521, Water \$812.43

Abstract #367, Trust & Agency \$939.12

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

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

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

NAY: None

H1440.400 Engineering Contractual \$1,478.42 from H8340.400 T&D Contractual

There being no further business, a motion to adjourn was made at 7:40 p.m. by Deputy-Mayor O'Donoghue; Trustee Santora seconded the motion.

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

NAY: None

Ann Marie Grattan

Village Clerk-Treasurer