

**Village of Caledonia  
Board Meeting Minutes  
November 5, 2024**

**The Village of Caledonia Board of Trustees held a meeting on Tuesday, November 5, 2024 at 6:00 p.m. at the Village Office.**

**Members Present:** Mayor Scott DiLiberto, Deputy-Mayor Janet Cappotelli, Trustee Dean Manley, Sarah Santora and Chris Terborg. Also, in attendance was DPW Superintendent Chris Buckley, OIC Jared Passamonte and Code Enforcement Officer Mike Burnside.

A **motion** was made by Trustee Terborg to approve the October 1, 2024 Board Meeting Minutes; Trustee Manley seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

**Urban Forestry Tree Grant Public Hearing:** Clerk-Treasurer Ann Marie Grattan read the legal notice. A **motion** was made by Trustee Terborg to open the Public Hearing at 6:01 p.m.; Trustee Manley seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

Davey Resource Group presented a summary of findings that will be posted on the village website. The Tree Keeper software includes a village map, a Diameter Breakdown, Park Breakdown and Species Breakdown. The number of maple trees in the village is high and it is recommended to not replace trees with any types of maples. 67 species were found. The Community Forest Management Plan prepared by Davey Resource Group also will be posted on the village website: [www.villageofcaledonianyny.org](http://www.villageofcaledonianyny.org)

**Code Enforcement Officer Mike Burnside presented the October CEO Report.** Building permits were issued for porch renovations, a roof, two fences, a shed and a residential solar. Construction inspections occurred at 3206 State Street and 2330 Weitzel Lane. An unregistered vehicle violation notice was issued to 295 Armstrong Place. The CEO attended a Planning Board Meeting for the solar project at 1 Technology Place and the Zoning Board of Appeals Public Hearings for two variance requests. CEO Dave Tytler performed four fire inspections in which two had violations. Violation notices were sent to 215/217 North Street. The owner has not yet contacted the village; however, a cleanup has begun on the properties. A **motion** was made by Trustee Manley to accept the report; Trustee Terborg seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

Discussion regarding the current Village Fee Schedule being reviewed for future amendments. At this time, we have collected neighboring municipalities Fee Schedules to review. It will take a few months to pull all the information together and make a recommendation to the Village Board on changes. CEO Mike Burnside discussed removing the \$50 Fire Inspection fee right now due to CEO Dave Tytler's new role inspecting. Telling people, we have to inspect your

November 5, 2024

Village of Caledonia

property and then charge you a \$50 seems incorrect. A **motion** was made by Trustee Manley to remove the \$50 Fire Inspection fee from the Village Fee Schedule; Trustee Terborg seconded the motion.

**Working Foreman Chris Buckley presented a verbal October DPW Report.** The new pavilion for Washburn Park should arrive next week. The two benches ordered for the MacKay Park are there in the park now. Chris met with JP Schepp of MRB Group, the village engineering firm, regarding the drainage problem on Pamela Way that occurs when there is heavy rain. They have come up with a plan in hopes to fix the problem. Leaf pick-up has begun and will continue through November. Maintenance of all equipment continues. A **motion** was made by Trustee Manley to accept the report; Trustee Terborg seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

Chris reported that DPW Laborer William Tyler has passed his CDL test. A **motion** was made by Trustee Manley to move William Tyler to a Motor Equipment Operator position and increase his hourly pay \$1.00; Deputy-Mayor Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

**OIC Jared Passamonte presented the October Police Report.** There were 71 calls for service, 19 traffic tickets issued, four Town of Caledonia assists, five arrests, three motor vehicle accidents and one mental hygiene. The village PD assisted Avon Police with a suspicious van and possible shots fired involved. There were several 911 calls and disorderly conduct calls at the Caledonia Apartments on Leicester Street. There was criminal mischief to a political sign on North Street. OIC Passamonte attended the LC Law Enforcement council meeting and drug task force meeting at the DA's office. There was a stolen motorcycle on Lehigh Street found and returned. A warrant suspect was turned over to the Monroe County Sheriff's Department. The PD arrested a person on Grand Avenue for Menacing 3<sup>rd</sup> and Criminal Mischief. The PD assisted the Avon Police with a rolling domestic in a vehicle. Halloween night was busy with no reports of any issues. A **motion** was made by Trustee Terborg to accept the report; Deputy-Mayor Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

The Cozy Kitchen/Breaking Bread Inc. renewal application for wine/beer/cider with the NYS Liquor Authority was presented to OIC Passamonte and the village board.

**OIC Jared Passamonte presented the October School Resource Officer Report.** There were 48 district requests for police services, seven out-of-building assists, 17 classroom visits and four emergency drills. There was a mental health crisis in the elementary school, multiple assists with a 5<sup>th</sup> grade student and multiple unlocked doors at the elementary school. The SRO assisted with a chronic truancy issue, a custody issue and held a bomb call safety procedure training with staff.

**November 5, 2024**

**Village of Caledonia**

Assessments and security audits were complete with both the elementary and high school buildings. There were home visits with the school social worker with three families. The SRO provided an order of protection list to the school for protected students. The SRO assisted with homecoming, Halloween events, the Homecoming Dance and lunch periods on the turf with students. A **motion** was made by Trustee Manley to accept the report; Deputy-Mayor Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

**Clerk-Treasurer Ann Marie Grattan presented the October Clerk Report.** A new format of reporting was presented to include the Clerk Status Report, Treasurer Summary Report, Water Reconciliation Report and General/Water balance sheets, statement of revenue & expenditures and the general ledger. Department Supervisors will receive their Remaining Budget Reports once bills approved are posted. A **motion** was made by Trustee Manley to approve the bills paid; Deputy-Mayor Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

**Bills were audited and ordered paid:**

Abstract Batch #585, General \$4,946.05, Water \$512.77

Abstract Batch #573, General \$51,887.42, Water \$18,167.36

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

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

A **motion** was made by Trustee Terborg to approve a Budget Transfer AA8560.100 Shade/Tree Personnel \$210.57 from AA5142.100 Snow Personnel; Trustee Manley seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

**Mayor Report** – Mayor DiLiberto discussed Assemblywoman Marjorie Byrnes Goodbye Gathering on Wednesday, December 4 from 2-7:00 p.m. at her Avon office. Mayor DiLiberto thanked Chris Buckley and his crew for their hard work working with Davey Resource on the tree inventory. The NYMIR audit was complete. NYMIR comes in annually and inspects our buildings and parks. Afterwards they meet with the mayor to go over their findings.

**Trustee Reports** – Deputy-Mayor Cappotelli detailed Hometown Holidays this year. All poles have been donated and will be wrapped with lights and ribbons. There is an arc this year for family and/or friend pictures and two horsedrawn carriages. The mailbox for Santa Claus will be taken down on December 16<sup>th</sup>. Breakfast with Santa is back at Jones Hall, 8-10 am on Saturday, December 34, December 7<sup>th</sup>. Jones Hall worked out well last year and is spacious. There will be a trackless train at Jones Hall. The tree lighting is Saturday, December 7<sup>th</sup> at 5:30 p.m. The parade starts at noon on Saturday.

**November 5, 2024**

**Village of Caledonia**

Trustee Santora asked what the village would do with the firehall if they moved out. Mayor DiLiberto stated he would approach CHS Ambulance for use of a bay, possibly with a bunker room and kitchen. Plus, the DPW and Police would move their vehicles and equipment inside.

A **motion** was made by Trustee Terborg to schedule a Public Hearing on Tuesday, December 3, 2024 at 6:00 p.m. to repeal Chapter §174, titled “Solar Panels” for Local Law #5-2024; Deputy-Mayor DiLiberto seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

A **motion** was made by Trustee Terborg to schedule a Public Hearing on Tuesday, December 3, 2024 at 6:00 p.m. to amend Chapter §173, titled “Solar Energy Systems” for Local Law #6-2024; Deputy-Mayor Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

**Public Hearing Comment Period** – no comments made. A **motion** was made by Trustee Manley at 7:00 p.m. to close the Urban Forestry Tree Grant Public Hearing; Deputy-Mayor Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

**Garbage/Recycle Service** – discussion whether to continue with garbage/recycle as Casella’s 3-year contract expires on May 31, 2025. Optional Year #4, \$207,872 is a 4% increase to the current contract, \$199,880. Optional Year #5, another 4% increase makes it \$216,186. The current tax levy is \$1,089,805. “If” the next General Budget tax levy increased 2.0%, the tax levy increases \$21,796. The garbage contract would absorb 36.48% of that. A survey of Livingston County concludes communities stopped providing service many years ago; some 15 years ago. Inflation is driving up costs on contractual and equipment expenses. Even though the village has four reserves to prepare for equipment and major project costs, more is needed with the rise in costs. After much consideration, a **motion** was made by Trustee Terborg to not rebid the garbage/recycle contract; Deputy-Mayor Cappotelli seconded the motion. The current local law on waste will be amended prior to residents taking over their own service.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

There being no further business, a motion to adjourn was made by Trustee Manley at 7:58 p.m.; Trustee Terborg seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg

NAY: None

Ann Marie Grattan, Village Clerk-Treasurer