

**Village of Caledonia
Board Meeting Minutes
June 1, 2025**

The Village of Caledonia Board of Trustees held a meeting on Tuesday, June 1, 2025 at 4:00 p.m. at the Village Office.

Members Present: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Dean Manley, Trustee Sarah Santora and Trustee Chris Terborg. Also present: OIC Jared Passamonte, Working Foreman Chris Buckley, Code Enforcement Officer Mike Burnside and Village Attorney Ed Russell.

A **motion** was made by Trustee Terborg to accept the May 6, 2025 Board Meeting Minutes; Trustee Manley seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg
NAY: None

Public Hearing on Local Law #1-2025, Chapter 176 Solid Waste – Clerk-Treasurer Ann Marie Grattan read the legal notice in the Livingston County News. A **motion** was made by Deputy-Mayor Cappotelli to open up the Public Hearing at 4:02 p.m.; Trustee Santora seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg
NAY: None

The amendment of this chapter is to align with garbage and recycle services by waste haulers in the village. Article I regarding garbage includes purpose and definitions, disposition of garbage and trash, responsibilities of property owners, receptacles use/and placing of prior to collection and penalties for offenses. Article II regarding recyclables includes purpose and definitions, preparations for collections, waste haulers rules and regulations and administration by the Village of Caledonia.

Community Open Forum: John Garland is opening a business at 485 Sandhill Road. Water service connection was previously provided by the village until the building became abandoned in March of 2007. A Water District was not created. The village advised Mr. Garland to speak with the Town of Caledonia to form a Water District for this one property on Sand Hill Road. If in agreement, the village and town attorneys would proceed with a Water District Contract.

Fiscal Year 2024-2025 Year End Approvals:

Bills were audited and ordered paid:

Abstract #958, General \$86,684.30 & Water \$18,748.38

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

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg
NAY: None

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A motion was made by Trustee Terborg to approve the following Budget Transfers; Trustee Manley seconded the motion.

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

NAY: None

Pump Cont	FX8320.200	\$11,353.80-	Water D Clerk	FX8310.120	\$3,224.66+
			Water Admin Eqp	FX8310.200	\$1,394.66+
			T&D Cont	FX8340.400	\$5,032.81+
			Medical Ins.	FX9060.800	\$ 367.54+
			Purification Cont	FX8330.400	\$1,334.13+
Clerk Cont	AA1325.400	\$447.93-	Clerk Equipment	AA1325.200	\$447.93+
Contingent	AA1990.400	\$2,826.92-	DClerk Personnel	AA1410.110	\$2,826.92+
Police PT	AA3120.130	\$13,062.56-	Police Equipment	AA3120.200	\$13,062.56+
Sidewalks Cont	AA5410.400	\$33,129.69	Street Foreman Pr	AA5010.100	\$164.29+
			Street Personnel	AA5110.100	\$6,991.46+
			Street Equipment	AA5110.200	\$4,018.62+
			Snow Contractual	AA5142.400	\$52.74+
			Publicity Cont	AA6410.400	\$1,420.00+
			Economic Dev	AA6989.400	\$378.60+
			Parks Personnel	AA7110.100	\$286.43+
			Parks Contractual	AA7110.200	\$14,630.52+
			Street Cleaning Pr	AA8170.100	\$2,187.43+
			Comm Beautific.	AA8510.400	\$2,320.10+
			Shade/Tree Cont	AA8560.400	\$671.50+
Contingent	AA1990.400	\$1,291.40-	Medicare Ins.	AA9020.800	\$98.58+
			Social Security	AA9030.800	\$419.85+
			Medical Ins.	AA9060.800	\$772.97+
Street Cont	AA5110.400	\$19,178.86-	Buildings Cont	AA1620.400	\$19,178.86+
Water Foreman	FX8310.100	\$2,316.02-	T&D Cont	FX8340.100	\$2,316.02+

Clerk-Treasurer Year End Report by Clerk Treasurer Ann Marie Grattan: The General Budget fund balance, not including reserve accounts is 21.42%. The Water Budget fund balance, not including the water reserve account is 20.46%. The State recommendation is to maintain fund balances between 15-25%. Year end deposits were made to the Water Reserve in the amount of \$15,000, the Capital Park Reserve \$25,000. The General Equipment Reserve is pending two deposits; one from the Urban Forestry reimbursement to the village in the amount of \$24,500 and \$17,782 in sweeping services provided by the village with the sweeper. The pending General Equipment Reserve balance will be \$323,227. A motion was made by Trustee Terborg to close the 2024-2025 Fiscal Year; Trustee Manley seconded the motion.

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

NAY: None

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OIC Jared Passamonte presented the May Police Report. Seventeen tickets were issued; eight Town of Caledonia assists and two arrests. The Caledonia Police vehicle was involved in a motor vehicle accident on Main Street near Crosby's. Livingston County Sheriff's Office responded and took the accident report. Officer Estabrooks attended the babysitters course banquet at Jones Hall. OIC Passamonte attended the Livingston County Sheriff's meeting in Geneseo. The Trout Festival had no major issues, traffic flow went well and no attendee problems. Officer Armitage attended the school prom off campus site and had no issues. Also, the Memorial Day Parade and celebration had no issues. 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

OIC Jared Passamonte presented the May SRO Report. There were 70 district requests for police services, 38 classroom visits and two emergency drills. The SRO met with a vendor regarding security technology, trained cafeteria staff on radio use, checked doors during construction, covered for the Crossing Guard two afternoons, tested vape pens for drugs, attended board of education meetings and met regarding the new SRO contract. There was a harassment investigation via 911 call, Raider Recess in both buildings, an investigation incident closed with no prosecution. The pre-prom DWI Stimulation and prom night had no issues. 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

Code Enforcement Officer Mike Burnside presented the May CEO Report. Permits were issued for a roof, two fences and a deck. Construction inspections were conducted at 130 North Street, 295 Armstrong Place and a second inspection at 130 North Street. High grass complaints were taken for two locations. Mike is working with the developer purchasing the Mason Temple on a re-roof project. Also, Mike attended interviews with Mayor DiLiberto for the new Code Enforcement Officer. 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

Working Foreman Chris Buckley presented a verbal May DPW Report. The new pavilion at Washburn Park is up and pending concrete on Wednesday. The bathroom building has a new roof, soffits and siding. Monument Park near Pizza Land was cleaned up. State Street was swept with the new sweeper and Chris met with Tompkins Insurance regarding updating the building properties. A **motion** was made by Trustee Manley; Trustee Terborg seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg
NAY: None

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Mayor Report – the developers of the future Dollar General located next to the existing store, contacted Scott. A small corner of the developing lot is in the village. After conversations with the village attorney, an application will be submitted to the Village Planning Board and joint public hearings will be with the Town of Caledonia Planning Board. Discussion regarding the recreation staff using medical devices on park attendees if needed. Tompkins Insurance will be contacted for further discussion. The Technical Assistance Grant is ready to proceed. The village will search for a grant writer to assist with the paperwork.

Trustee Santora – The county has received the necessary paperwork for Georgianne Shultz subdivision of her property on Lehigh and North Street. The Matthews Trail was cleaned and mulched by students and they did a fabulous job on this project. Sarah gave an update on the Be Well in Livingston Program that supports local communities with opportunities to promote healthy living. Their goal is to reach children and adults to reduce obesity through implementing policy, system an environmental change. More information can be found on the county website.

Trustee Manley – will be performing the annual court audit on Judge Riggi and Judge Mackay.

A **motion** was made by Trustee Terborg to schedule a Public Hearing on Tuesday, July 1, 2025 at 4:00 p.m. to appropriate \$50,000 from the General Equipment Reserve for the purchase of a Ford Police SUV: Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

June Bills were audited:

Abstract #1000, General \$24,552.38 & Water \$1,806.31

A **motion** was made by Trustee Manley to approve the bills paid; Trustee Santora seconded the motion.

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

NAY: None

A **motion** was made by Deputy-Mayor Cappotelli to approve the following Budget Amendment; Trustee Terborg seconded the motion.

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

NAY: None

REVENUE	AMOUNT	EXPENDITURE	AMOUNT
AA2701.000 Prior Year Reimbursement	\$16,665.70	AA3120.200 Police Equip	\$15,665.70
		AA1910.400 Unallocated Ins	\$ 1,000.00

This Budget Amendment is for the 2023 Police SUV involved in a car accident.

Public Comment Period on Local Law: no attendees of meeting; no comments. A **motion** was made by Trustee Terborg to close the public hearing at 5:07 p.m.; Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

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Resolution and order enacting Local Law #1-2025: the following resolution was offered by Trustee Terborg with Trustee Santora moving for adoption:

WHEREAS, a resolution was duly adopted by the Board of Trustees of the Village of Caledonia on May 6, 2025 for a Public Hearing to be held on June 3, 2025 at the Caledonia Village Hall, 3095 Main Street, Caledonia, New York, to hear all interested parties on a proposed Local Law #1-2025, a local law to amend §176, titled “Solid Waste”.

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 June 3, 2025 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 Proposed Local Law, or any part thereof, and

WHEREAS, the Board of Trustees, after due deliberation, finds it in the best interest of said Village to adopt Local Law No.1-2025.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Caledonia hereby adopts said Local Law No. 1, a Local Law amending §176, titled “Solid Waste”, of the Code of the Village of Caledonia

RESOLVED, that the Village Clerk is hereby directed to enter said Local Law in the minutes of this meeting and in the Local Law Code Book of the Village of Caledonia, and to give due notice of the adoption of said Local Law to the Secretary of State.

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

NAY: None

Executive Session: a **motion** was made by Trustee Terborg to enter into Executive Session at 5:19 p.m. to discuss personnel; Trustee Manley seconded the motion.

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

NAY: None

After some discussion, a motion to close the Executive Session at 5:30 p.m. was made by Trustee Manley; 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 Manley to hire Robert LaPoint as a part-time Code Enforcement Officer at \$20,000 salary; Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

There being no further business, the meeting adjourned at 5:35 p.m. with a motion made by Deputy-Mayor Cappotelli; seconded by Trustee Santora.

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

NAY: None

Ann Marie Grattan – Village Clerk