

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

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

Members Present: Mayor DiLiberto, Deputy-Mayor Cappotelli, 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. Absent: Trustee Dean Manley

A **motion** was made by Trustee Terborg to approve the June 3, 2025 Board Meeting Minutes; Trustee Santora seconded the motion.

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

NAY: None

Public Hearing – Clerk-Treasurer Ann Marie Grattan read the legal notice in the Livingston County News on the proposal to appropriate \$50,000 from the General Equipment Reserve for a police SUV. Deputy-Mayor Cappotelli made a motion at 4:02 p.m. to open up the Public Hearing; Trustee Terborg seconded the motion.

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

NAY: None

Public Forum: Rick MacKay, 3113 Main Street, discussed Caledonia being a fishing village and how nice it would be if there were a fishing store. Most of the buildings are already occupied. The library has items for kids; tackle kits and fishing poles. Trustee Santora suggested Rick become a member of the Chamber of Commerce for benefits for his business. Rick discussed lack of parking for the Trout Festival. The side streets, commons parking lot fill up fast however, there is no way to add parking with no available land near the business district.

Budget Amendments: a **motion** was made by Deputy-Mayor Cappotelli to approve a Budget Amendment to AA2705 Donations and AA7310.400 Recreation Contractual for \$2,775 Penny Carnival donations; Trustee Santora seconded the motion.

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

NAY: None

A **motion** was made by Trustee Santora to approve Clerk-Treasurer Ann Marie Grattan to process Budget Amendments and bills/voucher for Recreation as needed throughout the summer; Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

Meet & Greet Summer Recreation – Betty McClenney presented Johannah Knickerbocker, Director of the parks program, along with Sebastian Kresge and Matt Dollard, returning employees. New Park employees are Tori Cobb, Emma Years, Tyler Potter & Sean McNear.

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The Village Board welcomed and wished them a successful summer.

Bills were audited and ordered paid:

Abstract Batch #1026, Water \$392.00

Abstract Batch #1012, General \$2,866.41 & Water \$664.61

Abstract Batch #1036, General \$1,833.54 & Water \$15,704.34

Abstract Batch #1005, General \$102,528.56 & Water \$8,516.56

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 Santora and Trustee Terborg

NAY: None

Chapter 67, Brush, Grass and Weeds existing local law was presented to the Village Board for further discussion at the August board meeting. §67-2, Failure to comply with notice to cut or remove, will be amended. Unpaid invoices are no longer allowed to be assessed against the real property taxes. The county changed that several years ago. Also, add in number of days to comply before Penalties for Offenses, §67-4, occurs. This will be added to the August agenda.

Chapter 144, Outdoor Storage of Materials existing local law was presented to the Village Board for further discussion at the August Board Meeting. §144-6 Enforcement Procedure, Section B & C, time length of order to remedy. This will be added to the August agenda.

Ashley Cornwell, Recreation Director of the Penny Carnival – discussed the bikes and scooters being ridden in the roads. The police will talk with the youths down at the park. Also requested their presence at the Penny Carnival on Sunday, August 10th. The PD will be present at the event.

Code Enforcement Officer Mike Burnside presented the June CEO Report. Permits were issued for a deck, roof and two fences. Construction inspections continue at 130 North Street. A Certificate of Compliance was issued for a fence and pool. An inspection of a new business occurred at 3229 State Street. Mike is training the new Code Enforcement Officer taking over his position. A **motion** was made by Trustee Santora to accept the report; Trustee Terborg seconded the motion.

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

NAY: None

Chapter 215, Zoning existing local law. Trustee Santora asked the Village Board to look over, for further discussion at the August board meeting, the section regarding signs; particularly lighted or neon signs. This will be added to the August agenda.

Working Foreman Chris Buckley presented the June DPW Report. 5,545,000 gallons of water was pumped and both water testing samples were negative. 21 stake outs were performed

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and a water service replaced at 3084 Mill Street. Stump areas were top soiled and seeded. All village streets were swept. Perc test holes were dug on Pamela Way for MRB's design construction. The new stump grinder has arrived. The drive belt was replaced on the skid steer and the DEF tank replaced on truck #3. The Washburn Park pavilion pad and sidewalk pad were poured. A new roof and siding were added to the recreation/bathroom building at Washburn Park. A **motion** was made by Trustee Terborg to accept the report; Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

OIC Passamonte presented the June Police Report. There were 67 calls for service, one mental health incident, 16 traffic tickets issued, three arrests and seven Town of Caledonia assists. The PD attended prom and graduation. There were no incidents at the prom and one traffic complaint at graduation. Building checks and security were conducted at the school during testing and year end events. Several background checks were conducted for Federal, state and local law enforcement. Several soliciting calls took place in the village. The PD assisted the New York State on a juvenile issue on Alpine Lane. There was a custody issue on Main Street. The PD will be present at the Penny Carnival in August and bike rode on July. There was a civil matter with a tenant and landlord on Leicester Street. A **motion** was made by Deputy-Mayor Cappotelli to accept the report; Trustee Terborg seconded the motion.

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

NAY: None

OIC Passamonte read the June SRO Report submitted by Officer Mike Burnside. There were 63 requests for police services, 13 classroom visits and one emergency drill. The SRO attended the PREVENT meeting, Flad Day, Moving Up ceremonies, elementary school field days and graduation. There was family trouble in the school parking lot, a parent custody issue and parental issue with a volunteer. There were two bike helmet fittings. The PD assisted with a vaping investigation and worked with the school social worker regarding an eviction. A **motion** was made by Trustee Santora to accept the report; Trustee Terborg seconded the motion.

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

NAY: None

The 2025-2026 Intermunicipal Cooperation Agreement between the village and CMCS District was presented to the Village Board. A **motion** was made by Trustee Santora to approve Mayor DiLiberto sign the contract; Trustee Terborg seconded the motion.

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

NAY: None

A **motion** was made by Deputy-Mayor Cappotelli to approve a Budget Amendment to AA2260 Public Safety and AA3120.110 Police SRO Personnel, \$4,800, Trustee Terborg seconded the motion.

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

NAY: None

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Public Hearing Comment Period – no comments. A **motion** was made by Trustee Santora at 4:52 p.m. to close the Public Hearing; Trustee Terborg seconded the motion.

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

NAY: None

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 June 3, 2025 for a public hearing to be held on July 1, 2025 at the Caledonia Village Hall, 3095 Main Street, Caledonia, New York, to hear all interested parties on a proposal to appropriate \$50,000 from the General Equipment Reserve for a SUV police vehicle,

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 July 1, 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 appropriation, and

WHEREAS, the Board of Trustees, after due deliberation, finds it in the best interest of said Village to appropriation \$50,000 from the General Equipment Reserve.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Caledonia hereby adopts the use of General Equipment Reserve funds.

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

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

NAY: None

Mayor Reports – Mayor DiLiberto discussed an upcoming protest on Saturday, July 5th, near monument park. The group will gather between 11 am and 12 pm. The NYMS-TA RFP was assisted by Angela Ellis and will be distributed on July 2nd for bid requests. Childhood cancer discussion will be tabled until August.

Trustee Santora will work on the dedication plaque for the new Washburn Park pavilion.

Trustee Terborg, will contact Recreation about using Washburn Park for the older attendees.

Be Well in Livingston County – presented by Lisa Kenney of the Livingston County Health Department. In 2017 the Genesee Valley Health Partnership has collaborated with the community and key stakeholders to implement a chronic disease prevention initiative. The goal is to create healthier places to live, work and play. There is a focus on eating better, less stress and more moving. Benefits to Be Well include improving residents' health, lowering health care

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costs, bringing funding for policy, systems and environmental changes and enhancing a sense of community. Additional information can be found on <https://gvhp.org/> or at the Village Office.

A **motion** was made at 5:30 p.m. by Trustee Santora to adjourn; Trustee Terborg seconded the motion.

A YE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Santora and Trustee Terborg

NAY: None

Ann Marie Grattan

Clerk-Treasurer