

**Village of Caledonia  
Board Meeting Minutes  
August 5, 2025**

**The Village of Caledonia Board of Trustees held a meeting on Tuesday, August 5, 2025 at 4:00 p.m. at the Village Office.**

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

A **motion** was made by Trustee Terborg to approve the July 1, 2025 Board Meeting Minutes; Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

**Community Public Forum:** Larry Munt, 3235 Iroquois Road discussed property maintenance for the property located at 3221 Iroquois Road, the former Gerald English home. Ownership transferred in May of 2023. Mr. Munt presented current outdoor pictures of the home, pictures of the home prior to sale and pictures of neighboring homes either next door to 3221 Iroquois or in the general area of it. The Village Board viewed all copies and the Clerk was given the pictures to make copies. Village Code §67 – Brush, Grass and Weeds was discussed. This local law was presented at the July board meeting for review, pending amendments to be discussed at the August board meeting. With more complaints and violations surfacing for property maintenance within the village, the provisions of this chapter are under review. The property owners from Iroquois Road in attendance at tonight’s meeting discussed having to hire trappers for numerous woodchucks. Also, snakes and other varmints have taken up residence in the area with property maintenance concerns. Code Enforcement Officer Robert Lapoint read the state law on property maintenance and discussed the interpretation of the existing village law. In June this property was issued an Order of Remedy. The grass was mowed and is currently under the 10” height cap, however, §67-1 also covers removal of brush, grass, rubbish or weeds upon notice. The Village Board agrees that §67-2 - Removal Required applies. A **motion** was made by Trustee Terborg to authorize Village Attorney, Ed Russell, to prepare a Resolution pursuant to §67-2 for property located at 3221 Iroquois Road; Trustee Manley seconded the motion.

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

NAY: None

The Village Board will hold a special meeting next week to approve the Resolution. CEO Robert LaPoint will work with the village attorney on the verbiage, delivery of such notice and process of penalties of offenses, if need. Mayor DiLiberto will contact Ed Russell.

A **motion** was made by Trustee Manley to accept the Clerk Annual Audit Report completed by Mayor DiLiberto for the fiscal year June 1, 2024 to May 31, 2025; Trustee Terborg seconded the motion.

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

NAY: None

August 5, 2025

Village of Caledonia

A **motion** was made by Deputy-Mayor Cappotelli to approve the LGS-01 Records Retention and Disposition Schedule review of fiscal records 2018-2019 for destruction conducted by Mayor DiLiberto; Trustee Terborg seconded the motion.

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

**Clerk Treasurer Ann Marie Grattan presented the July Clerk Reports.** Reports presented include the Treasurer Summary Report, Water Reconciliation Report, General/Water/Capital balance sheets, Property Tax Report, Statement of Revenue & Expenditures and the General Ledger. A **motion** was made by Deputy-Mayor Cappotelli to accept the report; Trustee Terborg seconded the motion.

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

**Bills were audited and ordered paid:**

- Abstract #1098, General \$8,674.39 & Water \$928.31
- Abstract #1075, General \$8,200.30 & Water \$18,274.17
- Abstract #1076, General \$196.26
- Abstract #1065, General \$61,482.92 & Water \$5,463.54

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

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

**Clerk-Treasurer Ann Marie Grattan** notified the board a Suit-Kote invoice from July 2<sup>nd</sup> has not arrived yet and four from Hodgson and Russ for the Upstate Breaker Wholesale Supply Inc. escrow account. A **motion** was made by Trustee Terborg to approve Clerk Grattan to process the checks prior to the September board meeting with Mayor DiLiberto’s review; Trustee Manley seconded the motion.

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

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

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

REVENUE	EXPENDITURE	AMOUNT
AA2705.00 Donations	AA7310.400 Recreation Contractual	\$6,516.00
AA2701.000 Prior Year Reimbursement	AA3120.200 Police Equipment	\$2,737.37

**CEO Robert LaPoint presented the July Code Enforcement Report.** Permits were issued for a shed, two fences, a baseball dugout, a garage addition and a utility fiber optic box. Complaints

**August 5, 2025**

**Village of Caledonia**

were for trash, material storage, material storage/covered porch, trash at curb and yard and unregistered vehicles/materials. 3186 State Street is exploring a new door in the front of the building. Final violation notices were sent to 3212 State Street and 3279 Clover Street. 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

**Working Foreman Chris Buckley presented the July DPW Report.** 6,140,000 total gallons of water was pumped and both water samples were negative. 16 stake outs were performed and GIS mapping continues. New water meters continue to be installed with less than ten remaining houses in the village. 3207 Lehigh Street water service was shut off and cut dead per the property owner. An updated sample site plan was done for the health department. Streets cracked filled by Suit-Kote were Park Place, Center and Church Streets, Iroquois Road, Philmore Avenue and Stoney Oak Circle. The village crew helped with the railroad crossing repairs on Spring Street. Parking lots and crosswalks were striped. Norman equipment and building maintenance continues as does mowing. New gutters were installed on the pavilion and bathroom building at Washburn Park. The basketball courts were stripped and new nets installed. A **motion** was made by Deputy-Mayor Cappotelli 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 July Police Report.** There were 60 calls for service, 22 traffic tickets issued and three arrests. There were no issues with a recent protest in the downtown business district. Jared is meeting with the school regarding the upcoming school year. Officers are stopping into Hamilton Park daily at the recreation summer park program. The bike rodeo at the park went well with a lot of kid participants. Vehicle 302 is back in service after the accident. There was a sex fender verification. The PD assisted the Livingston County Sheriff's Office with a motor vehicle accident on McEwen Road. Officer Clarke attended the National Night Out in Geneseo present by the Livingston County Sheriff's Office. 300 attended the Law Enforcement Council meeting at the District Attorney's Office. Firearm qualifications will be in August. A **motion** was made by Trustee Santora; Trustee Manley seconded the motion.

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

NAY: None

**Mayor Report** – In-Site Architecture submitted a NYMS Technical Assistance Downtown Redevelopment Plan. The village was awarded \$20,000 towards the project; the village is responsible for 10% of costs. The proposal includes four options to choose from; three options at \$22,000 and one at \$35,500. The village board members each received a packet to review. This item will be tabled until September. The village board will contact the Recreation Commission to schedule a meeting for the two boards to meet and discuss the 7-week park program.

**August 5, 2025**

**Village of Caledonia**

**Trustee Manley** - Trustee Manley conducted a review and audit of the court records. A **motion** was made by Trustee Santora to approve the audit of Justice Riggi and Justice MacKay Justice Court Records from fiscal year June 1, 2024 to May 31, 2025; Deputy-Mayor Cappotelli seconded the motion.

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

**Trustee Santora** – the plaque for the Washburn Park pavilion dedication will not be ready for dedication at the Penny Carnival. Sarah will contact the families involved for two possible reschedule dates: August 30<sup>th</sup> at 9:00 a.m. or September 6<sup>th</sup> at 9:00 a.m. Deputy-Mayor Cappotelli will provide coffee and donuts for the morning dedication. Trustee Santora and Deputy-Mayor Cappotelli attended the Livingston County Roundtable meeting July 15<sup>th</sup> in Nunda. Trustee Santora is working with Louise Wadsworth on kiosk designs for the 1<sup>st</sup> Impressions Grant awarded to the village for \$5,000. Livingston County is looking into amending guidelines for store signs. The Be Well presentation was held in July. The programs' goal is to create activities for a healthier community. Grant money is available and Stephanie Hann and Janet Cappotelli are assisting with creating activities. A civics project in underway for two Cal-Mum students; they will be working on a grant for park improvements.

A **motion** was made by Trustee Manley to approve Cal-Mum Youth Football use of Washburn Park for practices until October; 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 Santora to adjourn at 6:00 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