

**Village of Caledonia
Board Meeting Minutes
September 2, 2025**

The Village of Caledonia Board of Trustees held a meeting on Tuesday, September 2, 2025 at 6:00 p.m. at the Village Office.

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

A **motion** was made by Trustee Terborg to approve the August 5, 2025 Board Meeting Minutes; Trustee Manley 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 the August 18, 2025 Board Meeting Minutes; Deputy-Mayor Cappotelli seconded the motion.

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

Community Open Forum: Emily Quinn, representing the Hometown Holidays committee discussed the events scheduled for Saturday, December 6th. The parade will start on Maple Street again this year. The Clerk's Office will mail letters to the residents regarding the road closing at 11 a.m. Letters will also be sent to the State Street business district landlords for no parking out front the day of the parade. Roads will be blocked off by the fire department during the parade. The commons entrance will be closed off by the DPW.

Clerk Treasurer Ann Marie Grattan presented the August Clerk Reports. Reports presented include the Treasurer Summary Report, Water Reconciliation Report, Fund Balance Sheets, Property Tax Report, Statement of Revenue & Expenditures and the General Ledger. A **motion** was made Trustee Manley 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 Batch #1179, General \$33,742.22 & Water \$3,413.28

Abstract Batch #1197, Escrow \$3,052.50

Abstract Batch #1218, General \$2,421.57 & Water \$1,020.11

Abstract Batch #1221, General \$80.00

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

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

September 2, 2025

Village of Caledonia

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

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

NAY: None

REVENUE	EXPENDITURE	AMOUNT
AA2705.00 Donations	AA7310.400 Recreation Contractual	\$810.00
AA5110.200 Street Equipment	AA9785.600 IPD Principal AA9785.700 Interest	\$20,557.94 \$8,913.36
FX8310.200 Water Equipment	FX9785.600 IPD Principal FX9785.700 IPD Interest	\$6,852.65 \$2,971.13

Village Code Chapter 67 – Brush, Grass and Weeds and Chapter 144 – Outdoor Storage of Materials: under review for amendments.

Code Enforcement Officer Robert LaPoint presented the August CEO Report. Permits were issued for a baseball dugout, two fences, a roof, pavilion and 2x3 business sign.

Inspections were conducted at 31 Stoney Oak Circle for a deck and certificate of occupancy. A violation notice was sent to 3221 Iroquois Road for high grass/weeds; progress is being made. 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 the August DPW Report. 5,935,000 gallons of water was pumped. Both water testing was negative. GIS mapping continues and 16 stakeouts were performed. New remote water meters continue to be installed, with less than 20 remaining. A meter pit was installed at 3084 McKenzie Place. A new sump pump and drain piping was installed at the Graney Road water tower. Asphalt patching was completed on East Avenue, Park Place and Graney Road. All catch basins in the village were cleaned. Pamela Way will need an easement for the property located at 3081 Pamela Way, to move forward with the water drainage project. Mowing at the parks continues and the dugout pads have been poured for the Eagle Scout Project. A **motion** was made by Trustee Santora to accept the report; Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

Mayor DiLiberto read the Police Report for August. There were 78 calls for service, 23 traffic tickets issued and seven Town of Caledonia assists. Officers visited the Recreation Summer Recreation Program daily and held meetings with staff and kids. OIC Passamonte attended the Drug Task Force and Law Enforcement Council meeting in Geneseo. The speed trailer we share with the Village of Avon is in Caledonia now. The Penny Carnival had no issues to report. The portable radios are updated and in working order for patrol and SRO duties.

September 2, 2025

Village of Caledonia

A juvenile carrying and displaying a taser in the village and parks had the taser confiscated by the Caledonia Police Department. There were two motor cycle complaints on East and Grand Avenues. A missing firearm was reported from a residence on North Street. There was a felony arrest made from fraud at Tompkins Community Bank. Officer Burnside and Hann attended pre-school SRO training at the school. There was a harassment 2nd arrest on East Avenue to an ongoing incident. A **motion** was made by Trustee Santora to accept the report; 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 declare the 2015 Ford XPL police SUV surplus property and schedule a bid for October 7, 2025; Trustee Manley seconded the motion.

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

NAY: None

Rick MacKay, business owner at 3133 Main Street, discussed the lack of businesses open past 2 pm with less visitors shopping in the village. There is a lack of available store space for new businesses. The village board informed Rick of the NYMS Technical Assistance Downtown Redevelopment Plan. The technical study will support revitalization efforts in communities. Design guidelines are tools to create facades, reuse analysis, streetscape and park design.

Mayor Report – Mayor DiLiberto and Code Enforcement Officer Rob LaPoint attended a county community housing meeting. There is funding available for owners of multi-family homes. The Urban Forestry Grant reimbursement paperwork has been submitted to the state; still awaiting payment.

NYMS – Technical Assistance Downtown Redevelopment Plan: a **motion** was made by Trustee Santora to accept Option B, \$22,000 of the In-Site Architecture proposal; Trustee Terborg seconded the motion. Option B: · Target Area Market Analysis · Streetscape Enhancement Plan · 9 Façade Recommendations

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

NAY: None

Standard Work Day and Reporting Resolution

The following resolution was offered by Trustee Manley with Deputy-Mayor Cappotelli moving for adoption:

September 2, 2025

Village of Caledonia

WHEREAS, The New York State Employees' Retirement System requires that a standard workday be established for elected and appointed officials for retirement reporting purposes, and

WHEREAS, The Village of Caledonia adopted a Resolution on September 2, 2025 establishing a standard workday for elected and appointed officials, and

WHEREAS, The Village of Caledonia will hereby continue to establish the standard workday for elected and appointed officials annually, now, therefore, be it

RESOLVED, that the Village of Caledonia hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked per month to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of this body.

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

NAY: None

<u>Positions</u>	<u>Standard Work</u>	<u>Days Worked</u>	<u>Term Begins/Ends</u>
Associate Vil Justice	6 hours	0.40 days/month	04/07/25 to 04/05/26

A **motion** was made by Trustee Santora to approve the CMCS 8th grade vacuum fundraiser on September 14th from 9 a.m. to 12 p.m. near the bowling alley; Trustee Terborg seconded the motion.

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

NAY: None

There being no further business, a motion to adjourn at 7:15 p.m. was made by Trustee Santora; Trustee Terborg seconded the motion.

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

NAY: None

Ann Marie Grattan

Village Clerk-Treasurer