

**Board Meeting Minutes
December 2, 2025**

The Village of Caledonia Board of Trustees held a meeting on Tuesday, December 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 Trustee Chris Terborg. Also in attendance was OIC Jared Passamonte, Code Enforcement Officer Robert LaPoint and Working Foreman Chris Buckley.

A **motion** was made by Trustee Terborg to approve the November 4, 2025 Board Meeting Minutes; Trustee Santora 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 November 17, 2025 Board Meeting Minutes; Trustee Santora seconded the motion.

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

Bills were audited and ordered paid:

Abstract #409, General Fund \$2,149.21 & Water \$409.38

Abstract #1425, General Fund \$3,028.46 & Water \$16,875.99

Abstract #408, General Fund \$109,142.47 & Water \$25,890.35

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

Community Open Forum: Mike Churchill and Jim Dutton discussed an upper-level loft the fire department wants to build in the current leased space. It would be 15x7x21. Code Enforcement Officer Rob LaPoint will work with them on regulations. The village board is on board with the building renovation project.

Clerk-Treasurer Ann Marie Grattan presented the November Clerk Report. Reports presented: Treasurer Summary Report, Water Reconciliation & Credit Report, Fund Balance Sheets, Statement of Revenue & Expenditures and the General Ledger. 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

Budget Amendments: a **motion** was made by Deputy-Mayor Cappotelli to approve the following Budget Amendments; Trustee Manley seconded the motion.

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

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AA2189.00 Engineering \$5,000 and AA1440.400 Engineering Contractual

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

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

NAY: None

AA7310.100 Rec Personnel \$300 from AA7310.400 Rec Contractual

AA3120.120 Police Personnel \$2,500

AA5010.100 Street Foreman \$1,500

AA5110.100 Street Maintenance Pers \$5,250 from AA9060.800 \$9,250

FX8310.100 Water Foreman \$1,000

FX8340.100 T&D Personnel \$2,250 from FX9060.800 \$3,250

Code Enforcement Officer Robert LaPoint presented the November CEO Report. Building permits were issued for a fence, porch conversion, roof replacement, shed, fiber optic lines and underground fuel storage at 3018 Main Street – Crosby’s. Violation notices for debris was sent to a Main Street residence. Robert discussed with the board the Railside property on North Street across from the church. There is an unregistered vehicle out front and violations on the side near the railroad track. Robert with contact Village Attorney Ed Russell for his legal advice/opinion on an order to remedy or to proceed to court. A **motion** was made to accept report by Trustee Terborg; 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 November DPW Report. 5,032,000 gallons of water was pumped and both water samples were negative. GIS mapping continues and 12 stakeouts were performed. Every residence has a new remote water meter except one; additional work needs to be done to install the meter. November included leaf pickup and normal equipment and building maintenance. All NYS Department of Labor violations have been cleared. Training, policies and evaluations are complete. A **motion** to accept the report was made by Trustee Manley; Trustee Santora seconded the motion.

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

NAY: None

OIC Passamonte presented the November Police Report. There were 55 calls for service, 19 traffic tickets issued, four arrests, six Town of Caledonia assists and four parking warning. Background checks were performed for Livingston County Sherriff’s Office new hires. OIC Passamonte assisted with the Livingston County Drug Task Force investigations and arrests for the past six months. The PD assisted with an unattended death on Birch Lane in the town. Complaints from the Crossing Guard on two individuals (harassment and driving reckless) have been dealt with accordingly. A welfare check was conducted on Sandhill Road with the LCSO. Officer Hann is involved in a credit fraud investigation. The PD is actively recruiting for new hires from pending part time resignations. Snow ordinance warnings have been issued. OIC

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Passamonte attended the Chief of Police meeting in Geneseo. A **motion** was made by Trustee Santora to accept the report; Trustee Manley seconded the motion.

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

NAY: None

OIC Passamonte presented the November SRO Report. There were 77 district requests for police services, five classroom visits and two emergency drills. The SRO assisted with a key fob and door lock project, attended the Veterans Day breakfast, went on a home visit with the school social worker, transported a student home, assisted with the blood drive, did a DWI presentation to the health classes, monitored vehicle traffic at the crosswalks, assisted with parent events, assisted in picking up a truant student, assisted with a middle school altercation and an early dismissal drill. A **motion** was made by Trustee Santora to accept the report; Trustee Manley 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 accept Gene Chichester's resignation effective December 31, 2025; 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 accept Brandon Goater's resignation effective December 1, 2025; Trustee Terborg 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 accept Ronald Huff's resignation effective December 31, 2025; Trustee Terborg seconded the motion.

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

NAY: None

Mayor DiLiberto Report – Greenlight is now looking at other options/locations to install a 15x15 slab with shed for a fiber optic hub. The NYSTA Grant deadline was November 30th; an extension request has been sent. The tree lighting ceremony will be on Saturday at 5 p.m. The Republican dinner is on December 17th.

Trustee Sarah Santora – 18 – new 28" x 60" polyester street pole banners are being purchased from Downtown Decorations. Three designs: The Soldier's Monument, the Fish Hatchery Building and Brown Trout. The borders will be green. The Livingston County First Impressions Grant will fund the \$5,000 project cost.

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A **motion** was made by Deputy-Mayor Cappotelli to schedule a Public Hearing on January 6, 2026, at 6:00 p.m. on Local Law 1-2026, §3-c Property Tax Override; Trustee Santora seconded the motion.

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

NAY: None

A **motion** was made by Trustee Manley to schedule a Public Hearing on January 6, 2026, at 6:00 p.m. on Local Law #2-2026, amending Chapter 67, Brush, Grass and Weeds; Trustee Terborg seconded the motion.

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

NAY: None

Chapter 202 – Vehicle & Traffic – Tabled pending Village Attorney and Chris Buckley.

Lehigh Street Easement for water line – Tabled pending Village Attorney and Chris Buckley.

ZBA member vacancy – Tabled

Chapter 215 – Zoning Tabled pending Village Attorney and Ann Marie Grattan to discuss an escrow for Planning/ZBA; legal and engineering fees.

A **motion** was made by Trustee Santora to approve Mayor DiLiberto to sign the 2026 Town of Caledonia Emergency Police Protection contract; Trustee Terborg 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 Mayor DiLiberto to sign the 2026 Parking Lot Lease Agreement with the Caledonia War Veterans Memorial, Inc.; Trustee Santora 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 Mayor DiLiberto to sign the 2026 Lease for the Caledonia Fire District rent of facilities; Deputy-Mayor Cappotelli 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 8:00 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

Ann Marie Grattan, Village Clerk