Village of Caledonia

Board Meeting Minutes

November 3, 2020

**The Village of Caledonia Board of Trustees held a meeting on Tuesday, November 3, 2020 at 6:30 p.m. at the Village Office.**

**Members Present:** Mayor Scott DiLiberto, Deputy-Mayor Jerry O’Donoghue, Trustee Dorothy Grant-Fletcher and Sarah Santora. Also present was CEO Officer Mike Burnside, OIC Jared Passamonte and Attorney Ed Russell. Absent: Trustee Janet Cappotelli & Chris Buckley.

A **motion** was made by Trustee Santora to approve the October 6, 2020 Board Meeting Minutes; Deputy-Mayor O’Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher and Santora

NAY: None

**Open Forum –** Jennifer Cole, 3001 Main Street – concerned about her neighbor’s driveway markers causing ice in the holes the poles where installed in.

**Trustee/Liaison Reports –** Trustee Santora informed the Village Board that the CM Citizen of the Year dinner for Jim Dutton was cancelled due to COVID19. The cases of COVID19 have increased in Livingston County. Also, the CHS Ambulance has an opening for a Board Member. A Hometown Holiday Planning flier was presented which includes a drive by Parade and Tree Lighting, mailbox for children to send Santa letters, a virtual visit with Santa, a house decorating contest, a PTO gingerbread contest and business owners/BSM/library having sales that weekend. Trustee Santora acknowledged the recent Spectrum News story on TSS Foam Industries, Mayor DiLiberto’s family owned business with his father and brother. The story featured a personal travel pillow. The Sleep Safe Pillow is compact and disposable and is just one item the company produces. Mayor DiLiberto thanked Sarah for her comments.

**DPW Report –** no report tonight.

**CEO Report** – Code Enforcement Officer Mike Burnside presented the October Report. Permits were issued for a shed, pergola pavilion and two fences. Construction inspections continue at six locations. The ZBA Meeting was regarding the Keenan subdivision on Park Place and the Means fence on Main Street. A pre-Planning Board meeting was held with the owner of 2926 Main Street for additional mini-storage units. The new owner of the former Ace Hardware, 229 North Street, was sent a letter. A **motion** was made by Trustee Grant-Fletcher to accept the report; Deputy-Mayor O’Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher and Santora

NAY: None

**2919 Main Street –** Mobile home property owned by Mark Rothrock recently had a fire. Mark has inquired about replacing the structure with a new module home or adding an addition to the

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existing home. The first step would be a building permit, then a denial and referral to the ZBA Board.

**Police Report** -OIC Jared Passamonte presented the October Report. There were 69 calls for service, 25 traffic tickets issued, 10 Town of Caledonia assists, two accident reports and four arrests. 17 tickets were issued by the Police Department through a Livingston County Stop DWI Grant. The PD removed political propaganda on the light poles throughout the village. There is an on-going custody issue on Lehigh Street. An investigation was resolved for criminal mischief at Tennent and Hamilton Parks. A traffic stop leads to the arrest of a person with an active warrant out of the City of Rochester. The individual was turned over to the Rochester Police Department. Officer Passamonte continues to attend LC Drug Task Force and LC Law Enforcement Council meetings in Geneseo. The National Child Safety Council Coordinator met and will hand out rubber wrist bands with slogans geared towards students. The local businesses donate the money for the items. The Shop with A Cop Program is at Walmart in December. There was a warrant out of Erie County for a resident on Clover Street. There were several ambulance and medical calls the month of October. Halloween night was peaceful with no issues. A **motion** was made by Deputy-Mayor O’Donoghue to accept the report; Trustee Santora seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher and Santora

NAY: None

**Officer Mike Burnside presented the October SRO Report.** There were five district requests for services, 13 out-of-building assists, one juvenile case cleared, 37 classroom visits and one emergency drill. Four tickets were issued for four traffic stops. A kidnapping reporting was unfounded and worked with the school regarding a missing parent. Red Ribbon Week included several readings to elementary students. A family trouble involved a student/CPS referral/assist with setting up mental health counseling. Assisted the Livingston County Sheriff’s Office with a student refusing to attend school. Also assisted with the high school principal with a home visit for a student refusing to attend school. Worked with staff to set up Shot with A Cop and assisted with Crossing Guard duty. A **motion** was made by Deputy-Mayor O’Donoghue to accept the report; Trustee Santora seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher and Santora

NAY: None

**Clerk-Treasurer Ann Marie Grattan presented the October Clerk Report.** Submitted were Budget Status Reports for General, Water, Capital, Trust & Agency and CD Special Grants Funds, a list of revenues and expenditures, the Financial Report and the Water Reconciliation Report. Department Supervisors received their Payroll & Contractual Reports. A **motion** was made by Deputy-Mayor O’Donoghue to accept the reports; Trustee Grant-Fletcher seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher & Santora

NAY: None

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A **motion** was made by Deputy-Mayor O’Donoghue to approve the following Budget Transfers; Trustee Grant-Fletcher seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher and Santora

NAY: None

A1920.400 Dues $50 from A1990.400 Contingent &

F1440.400 Engineering $2,699.50 from F1420.400 Law Contractual

A **motion** was made by Deputy-Mayor O’Donoghue to approve the following Budget Amendments; Trustee Grant-Fletcher seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher and Santora

NAY: None

CD3089 $375,000 & CD8668.400 $360,000, CD1710.400 $15,000

A **motion** was made by Deputy-Mayor O’Donoghue to authorize Mayor DiLiberto and Clerk Grattan to pay any Badger/Beacon & Harris Computer invoices that come due prior to board meetings; Trustee Grant-Fletcher seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher and Santora

NAY: None

A **motion** was made by Deputy-Mayor O’Donoghue to authorize Mayor DiLiberto and Clerk Grattan to pay any Livingston County Economic Development grant payments that come due prior to board meetings; Trustee Grant-Fletcher seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher and Santora

NAY: None

**Records Management Policy** – was presented and then approved by Ed Russell. The item will remain tabled for the board to review and approve at the December meeting.

**Bills were audited and ordered paid:**

Abstract #474, Water $15,931.12

Abstract #661, General $815.06 & Water $376.27

Abstract #475, Water $15,188.79

Abstract #662, General $36,172.95 & Water $3,748.74

A **motion** was made by Trustee-Grant Fletcher to approve the bills paid; Deputy-Mayor O’Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher and Santora

NAY: None

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**Mayor DiLiberto Comments/Correspondence:** The Livingston County Economic Development Department will be holding a two-day recovery Assessment & Action Plan

Meetings on November 13th at the Genesee River Restaurant & Reception Center and November 16th at the Big Tree Inn. Clerk Grattan and Trustee Santora will attend. The Plan is about how COVID19 has severely affected the economy and how to reboot spending and get businesses back on their feet. Friday will be a findings and suggestions workshop. Monday will be an Action Plan Retreat where recommendations will be made from Roger Brooks from the Destination Downtown Association.

Discussion regarding accommodations to attend board meetings with a maximum number of attendees per COVID19 rules and room compacity. Further discussions will continue regarding Zoom meetings.

Mayor DiLiberto discussed two recent New York State mandates the village must prepare plans for by April 1, 2021. The first is the Public Health Emergency Plan; Mayor DiLiberto will work on this one. The second is the Police Reform Plan. The village will look to NYCOM and Underberg & Kessler to assist with this plan.

There being no further business, Trustee Grant-Fletcher made a motion to adjourn at 7:20 p.m.; Deputy-Mayor O’Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Grant-Fletcher and Santora

NAY: None

Ann Marie Grattan

Village Clerk-Treasurer