

**Village Board
Meeting Minutes
March 5, 2024**

The Village of Caledonia Board of Trustees held a meeting on Tuesday, March 5, 2024 at 6:30 p.m. at the Village Office.

Members Present: Mayor Scott DiLiberto, Deputy-Mayor Gerald O'Donoghue, Trustee Janet Cappotelli, Dorothy Grant-Fletcher and Sarah Santora. Also, present was Working Foreman Chris Buckley, Code Enforcement Officer Mike Burnside, OIC Jared Passamonte and Village Attorney Ed Russell.

A **motion** was made by Deputy-Mayor O'Donoghue to approve the February 6, 2024 Board Meeting Minutes; Trustee Santora seconded the motion.

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

NAY: None

A **motion** was made by Trustee Santora to approve the February 25, 2024 Board Meeting Minutes; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

Judge Mark Riggi – discussed the State of NY task force that watches judge profiles on the internet/ social media for proper content and how the courts have changed since bail reform. There is more collective date reporting now; more paperwork involved. Civil cases, especially evictions have increased. Court starts at 3 p.m. now. Arraignments still exist and Judges also cover them at the county 1 week at a time, until the next rotation in. Judge Riggi continued to discuss procedures of his court and address questions that arose at the Budget Workshop on February 25th. A **motion** was made by Deputy-Mayor O'Donoghue to accept the report; Trustee Grant-Fletcher seconded the motion.

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

NAY: None

Code Enforcement Officer Mike Burnside presented the February CEO Report. A permit was issued for a shed on Ida's Lane and a residential addition on Grand Avenue. Construction inspections were conducted at 1 Technology Place and 285 Grand Avenue. Mike met with homeowners regarding addition, lot subdivisions and porches. Mike also met with a business owner about an accessory building and a new pump house at the golf course. A referral has been sent to the Planning Board. Zoning questions were answered about an in-law apartment. Additionally, Mike compiled information for the Planning Board and prepared his budget for 2024-2025. Mike detailed how a second part-time Code Enforcement position would benefit the village with annual compliance. Mike is preparing and gathering information for violations at

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217 North Street. 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 Cappotelli, Grant-Fletcher and Santora

NAY: None

Working Foremen Chris Buckley presented the February DPW Report. 5,527,000 gallons of water was pumped and water testing was negative. The GIS mapping continues, as does stake outs and new water meter installations. Five curb boxes were repaired. There were two water turn offs for 2nd quarter non-payments. Worn out street signs were replaced throughout the village, 60 tons of salt used to date, cold patching was done and a hedgerow was removed. Normal maintenance continues and the compressor and small engine equipment was serviced. The parking lot was installed near Washburn Park at the land donated to the village by Jones Chemicals Inc. Mulch was spread at the Washburn Park play area. 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 Cappotelli, Grant-Fletcher and Santora

NAY: None

AED Discussion – the village will rent two for Hamilton and Washburn Park. Chris Buckley will look into the monthly rate of \$260 for both or the village making an annual payment. A **motion** was made by Trustee Grant-Fletcher authorizing Chris Buckley to rent two AED machines; Trustee Santora seconded the motion.

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

NAY: None

OIC Passamonte presented the February Police Report. There were 59 service calls, 16 traffic tickets issued, eight Town of Caledonia assists, four arrests and two mental hygiene. A burglary at the Redemption Center on State Street has been resolved. The new police SUV is pending the radio, computer and other supplies to be installed. The PD investigated an unattended death on Stoney Oak Circle. OIC Passamonte attended the Livingston County Drug Task Force meeting and Liv Co Law enforcement council meeting. Also assisted the Livingston County Sheriff Office with an arrest on Leicester Street and eviction on Church Street. A **motion** was made Trustee Grant-Fletcher to accept the report; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

OIC Passamonte presented the February SRO Report. There were 31 district requests for police services, one juvenile criminal case cleared, 12 classroom visits and two emergency drills.

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Of the one traffic stop, one ticket was issued. The SRO attended a superintendents hearing, provided bike helmets to 4 students, was Crossing Guard for one day, assisted a student with ongoing family custody issue, transported a student to the hospital, worked on a truancy issue, assisted with a contraband search and began an endangering the welfare of a child parent investigation. 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 Cappotelli, Grant-Fletcher and Santora

NAY: None

Clerk-Treasurer Ann Marie Grattan presented the February Clerk Report. Submitted were General & Water Budget Status Reports, revenues and expenditures and the Treasurer Report. Department Supervisors received their Payroll & Contractual Budget Reports. A **motion** was made by Deputy-Mayor O'Donoghue to accept the report; Trustee Grant-Fletcher seconded the motion.

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

NAY: None

Urbank Forestry Grant – Clerk-Treasurer Ann Marie Grattan attended a meeting with three DEC members who will work with us on the grant process. Mayor DiLiberto will schedule a Kick Off meeting.

A **motion** was made by Deputy-Mayor O'Donoghue to schedule a Public Hearing on Local Law #4, 2024, amending Chapter 202 Vehicles and Traffic, for Tuesday, May 7, 2024, 6:30 p.m.; Trustee Grant-Fletcher seconded the motion.

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

NAY: None

A **motion** was made by Deputy-Mayor O'Donoghue to approve Edmund Russell as the village attorney through new firm Hodgson Russ; Trustee Grant-Fletcher seconded the motion.

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

NAY: None

Bills were audited and ordered paid:

Batch #180, General \$62,305.95 & Water \$17,702.21

Batch #182, General \$28,407.78 & Water \$6,632.07

A **motion** was made by Trustee Grant-Fletcher to approve the bills paid; Trustee Cappotelli seconded the motion.

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

NAY: None

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A **motion** was made by Trustee Cappotelli to authorize Mayor DiLiberto to sign the Livingston County 2024 Downtown Partnership Program Memorandum of Understanding; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

A **motion** was made by Trustee Santora to accept Brenda Nelson's resignation from the village Planning Board; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

A **motion** was made by Deputy-Mayor O'Donoghue to appoint Christopher Frank to the vacancy on the Planning Board; Trustee Grant-Fletcher seconded the motion.

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

NAY: None

A **motion** was made by Deputy-Mayor O'Donoghue to appoint Charles Martelle to the alternate planning board position; Trustee Grant-Fletcher seconded the motion.

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

NAY: None

A **motion** was made by Deputy-Mayor O'Donoghue to approve the following Budget Transfer; Trustee Santora seconded the motion.

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

NAY: None

AA1480.400 Public Info \$925 from AA1990.400 Contingent

A **motion** was made by Trustee Cappotelli to approve permission for the Caledonia Library to use Hamilton Park for their Fall Festival on September 14 & 15; Deputy-Mayor O'Donoghue to second the motion.

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

NAY: None

A **motion** was made by Trustee Grant-Fletcher to approve Tim McArdle to hold the annual car vacuum event on Saturday, March 24; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

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A **motion** was made by Deputy-Mayor O'Donoghue to approve a request from Dave's Place LLC to waive the 30-day notice for their liquor license application; Trustee Cappotelli seconded the motion.

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

NAY: None

Executive Session: a **motion** was made by Deputy-Mayor O'Donoghue to enter into Executive Session at 7:52 p.m. to discuss personnel; Trustee Grant-Fletcher seconded the motion.

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

NAY: None

After some discussion, a **motion** was made at 9:00 p.m. by Deputy-Mayor O'Donoghue to close the Executive Session; Trustee Santora seconded the motion.

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

NAY: None

A **motion** was made by Trustee Santora to accept the 2024-2025 Tentative Budget and create a second part-time Code Enforcement Officer position with LC Civil Service; Trustee Grant-Fletcher seconded the motion.

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

NAY: None

There being no further business, a motion to adjourn at 9:00 p.m. was made by Trustee Grant-Fletcher; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

Ann Marie Grattan
Village Clerk-Treasurer