

**Village of Caledonia  
Board Meeting Minutes  
September 2, 2024**

**The Village of Caledonia Board of Trustees held a meeting on Tuesday, September 2, 2024 at 6:00 p.m. at the Village Office.**

**Members Present:** Mayor Scott DiLiberto, Deputy-Mayor Janet Cappotelli, Trustee Dean Manley, Sarah Santora and Chris Terborg. Also in attendance was Justice Mark Riggi, Working Foreman Chris Buckley and Veronica Devries of Hodgson Russ LLP. Absent: Police OIC Jared Passamonte and Code Enforcement Officer Mike Burnside.

A **motion** was made by Deputy-Mayor Cappotelli to approve the July 9, 2024 and August 6, 2024 Board Meeting Minutes; Trustee Manley seconded the motion.

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

NAY: None

**Community Open Forum:** Dmitri Nikitine, owner of 3168 State Street, has been remodeling two apartments and is seeking two parking spots from the village once they are rented. Entrance in to his building is blocked off by the property owner next door. The neighbor installed a legal fence years ago upon his own property. First Dmitri will start with asking the owner for entrance in. Second, if that does not materialize, he will return to the Village Board for permission of two parking spots in the Commons parking lot.

Lori Gaffney is working on fall decorations for the business district. A conversation with Chris Buckley was had regarding corn stalks on 20 poles, pumpkins and mums in the flower pots. It was agreed that the decorating by Lori and her committee of volunteers will happen at the end of September.

**Code Enforcement Officer Mike Burnside's August CEO Report** was read by Mayor DiLiberto. Two deck permits and one alarm permit was issued. A construction inspection occurred at 6 North Meadows Drive. A violation was remedied at 3108 Main Street and an order to remedy for high grass was issued to 352 Center Street. IT integrated the two new IPADS for construction and fire inspections. CEO Dave Tytler completed 12 fire inspections to date of which 10 had violations. CEO Mike Burnside completed the FEMA Floodplain Permitting Survey. A **motion** was made by Trustee Terborg to accept the report; Trustee Santora seconded the motion.

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

NAY: None

**Trustee Manley offered with the following resolution with Trustee Terborg moving for adoption:**

**WHEREAS**, the Caledonia Village Court is applying to the 2024-2025 Justice Court Assistance Program for a grant up to \$2,115.75;

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**WHEREAS**, an application requesting funding will be submitted to purchase a network video recorder surveillance system, alarm system and safety-enhance the Court Clerk Office for the Judicial Officers;

**WHEREAS**, the surveillance, alarm system, will be located in the Court Clerk's Office, Courtroom and hallway;

**WHEREAS**, Meg Donegan is hereby authorized to execute the application and any and all other required documents related to the grant,

**NOW, THEREFORE, be it resolved**, that the Board of the Village of Caledonia authorizes the Caledonia Village Court to apply for a JCAP grant in the 2024-2025 grant cycle up to \$2,115.75.

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

NAY: None

**Working Foreman Chris Buckley presented the August DPW Report.** 5,900,000 gallons of water was pumped and water testing was negative. The Graney Road water tank was inspected in July, GIS mapping continues and 16 stakeouts were performed. The CMCS project was complete for sidewalks. Repairs were made to sidewalks on Crescent Parkway, East and Grand Avenues. Chris met with the NYSDOT regarding a drainage problem at Pioneer and Main Street. The new pavilion kit for Washburn Park is set to be delivered in November. Parks continue to be mowed and the DPW helped out with the Penny Carnival event. A **motion** to accept the report was made by Trustee Manley; Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

**OIC Jared Passamonte presented the August Police Report.** There were 68 calls for service, 17 traffic tickets, six Town of Caledonia assists, four arrests and three motor vehicle accidents. The PD assisted the Livingston County Sheriffs Office with an eviction and the Monroe County Sheriffs Office with an investigation. There have been soliciting complaints around the village for companies without permits. OIC Passamonte attended a drug task force meeting in Geneseo. There was a disorderly conduct fight on Clover Street, a harassment 2<sup>nd</sup> arrest on Jersey Street and several complaints on dirt bikes/motorcycles. There was a registered sex offender update with a photograph. Criminal mischief at the Caledonia Medical Center on Brown Road resulted in damage to a picnic table by juveniles. The parents of the juveniles are paying for the cost of repairs. 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

**Clerk-Treasurer Ann Marie Grattan presented the August Clerk Report.** Submitted was the Treasurer Report, General Ledger/Balance Sheets for the General and Water Funds, the Water Revenue Report and Outstanding Water. A **motion** was made by Trustee Terborg to accept the report; Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

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A **motion** was made by Deputy-Mayor Cappotelli to approve the LGS-01 Records Retention and Disposition Schedule review of fiscal records 2017-2018 for destruction conducted by Mayor DiLiberto; 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 accept the Clerk Annual Audit Report completed by Mayor DiLiberto for the fiscal year June 1, 2023 to May 31, 2024; Deputy-Mayor Cappotelli seconded the motion.

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

**Bills were audited and ordered paid** – a **motion** was made by Trustee Terborg to approve the bills paid; Trustee Manley seconded the motion.

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

	General Fund	Water Fund
Abstract #473	\$16,380.54	\$ 71.18
Abstract #478	\$ 750.00	\$ 0.00
Abstract #	\$47,292.90	\$ 5,931.87

**Mayor Report** – The Tree Inventory by Davey Resource Group is complete. The historical signs and posts in the village are being repainted.

**Trustee Report** – Trustee Terborg discussed August’s meeting conversation regarding charging attendees for the summer park program. Chris contacted surrounding municipalities. Wheatland charges but most in our area do not. Chris suggested instead of charging for the program, add a \$5 per person/\$20 max fee for families to attend the Penny Carnival. Mayor DiLiberto discussed the park hours and potentially reducing them as surrounding municipalities have done. LeRoy recently lowered their hours of operation. Trustee Terborg is the liaison for the recreation program and will bring these ideas back to the Recreation Commission for further discussion.

Discussion regarding Local Law #5-2024, Chapter 174 Solar Panels, repeal and Local Law #6-2024, Chapter 173 Solar Energy Systems, amendment. Veronica Devries of Hodgson Russ LLP has been working on the changes for Chapter 174. Clerk-Treasurer Ann Marie Grattan will forward the proposed local laws to Rhett Clark of the Planning Board for their review.

Application fees/small and large projects – tabled.

A **motion** was made by Deputy-Mayor Cappotelli to accept Grace Walkers resignation from Recreation effective August 21, 2024; Trustee Terborg seconded the motion.

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

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**Executive Session:** a **motion** was made by Trustee Manley at 7:34 p.m. to enter into Executive Session to discuss personnel; Trustee Terborg seconded the motion.

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

NAY: None

After some discussion, a **motion** was made by Deputy-Mayor Cappotelli at 7:52 p.m. to close the Executive Session; Trustee Manley 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 was made by Trustee Terborg at 7:52 p.m.; Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

Ann Marie Grattan  
Village Clerk-Treasurer