

**Village of Caledonia  
Board Meeting Minutes  
December 3, 2024**

**The Village of Caledonia Board of Trustees held a meeting on Tuesday, December 3, 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 DPW Superintendent Chris Buckley, OIC Jared Passamonte and Code Enforcement Officer Mike Burnside.

A **motion** was made by Trustee Terborg to approve the November 6, 2024 Board Meeting Minutes; Trustee Manley seconded the motion.

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

**Public Hearing on Local Law #5-2024 Chapter 174 – Solar Panels and Local Law #6-2024 Chapter 173 – Solar Energy Systems.** Clerk-Treasurer Ann Marie Grattan read the legal notice in the Livingston County Newspaper for both local laws. A **motion** was made by Deputy-Mayor Cappotelli to open the Public Hearings at 6:03 p.m.; Trustee Terborg seconded the motion.  
AYE: Mayor DiLiberto, Deputy-Mayor Cappotelli, Trustee Manley, Santora and Terborg.  
NAY: None

**Mayor Report** – National Grid contacted Mayor DiLiberto regarding a project to rebuild poles. The map does not indicate the project is anywhere in the village. The DEC Urban Forestry Grant for \$26,005 is in the final stages. The state will be contacted to begin submitting invoices for reimbursement. Trustee Santora thanked Chris Buckley and crew for the beautiful holiday decorating they did this year. The lighted wrapped poles have many people commenting on how nice everything looks. Deputy-Mayor Cappotelli discussed the events taking place Friday, December 6<sup>th</sup> and Saturday, December 7<sup>th</sup> for Hometown Holidays. Breakfast with Santa will be back for it's second year at Jones Hall.

**Community Open Forum** regarding the village's decision to discontinue garbage and recycle contracts. Mayor DiLiberto started by saying it wasn't an easy decision to make eliminating the service. The idea has been getting kicked around every year a new budget was being prepared and each time the contract was bid. The service has increased 116.42% in 20 years. The tax levy has increased 46.02% in 20 years. With that being said the village is consistent with raising tax percentages similar to the town, county and school. The state allows villages to override tax caps, however the recommendation is to be around 2%. With the Casella contract coming to an end on May 31, 2025, it was decided this would be the right time to move forward without garbage/recycle in the budget. A survey of Livingston County shows the other municipalities removed this service several years ago. We are the last except Livonia. Mayor DiLiberto discussed the lack of growth in our village. Only six new homes built in 10 years and lack of available land to build on. Also, prices are skyrocketing and purchasing equipment, fixing our infrastructure, takes more from the budget than ever before. Scott explained that he is the Budget Officer, the Clerk is the Financial Officer and together with the department heads and

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Trustees, these decisions are discussed and made to determine a budget. The public votes on the school budget, however after a public hearing is conducted, the village, town, fire and county boards vote on their budgets. After the letters were mailed to the village residents, we were prepared with logs to take calls, make appointments to meet with the mayor to discuss the decision. In three weeks, the Village Office received two phone calls, two walk-ins with questions and three emails. The letter listed items the village will be reappropriating the funds to. Mayor DiLiberto stated that parks is not the priority. Each item listed and future items will be determined by the Village Board. Conversations continued with approximately 13-15 people in the audience. Below are conversations between those in attendance and the village board and department heads. As we worked through the conversation together, these are topics that were discussed.

- Garbage Bids – when Waste Management serviced the village for 12 years, they basically took everything. That led to frustration when Casella took over and followed the contract specifications. The village is required by the state to take the lowest bid unless it isn't a reputable company. Casella is reputable serving a large market. The Waste Management bid was \$50,000+ higher.

- Parks – as stated above parks are not the top priority. Improvements will slowly be addressed over time. Being responsible for five parks, makes it difficult for our village to maintain them all. Most grants are 50/50 matches; if you are awarded \$75,000 or \$100,000, the village has to match the amount. That makes park upgrades difficult. Even more difficult is today's grants, federal and state, are mainly for bike and hiking trails, state parks and "building" a new park. None of which we qualify for. However, we will continue to research grants.

- New sweeper – purchased for \$291,360. After a downpayment of \$75,000, the village will pay \$38,676 for 7 years. Then own it at the end of the lease. To date, since the new sweeper arrived, Chris Buckley and crew from April 2024 to November 2024 have worked county and town jobs, netting the village \$32,652. The plan is for the sweeper to pay for itself.

- Upcoming new expenses – the culvert on Spring Street. The village applied for a grant for the \$500,000+ cost. They were not awarded the funding. The other two culverts on Mill Street, the village received \$100,000 federal funding and \$75,000 state funding. Those two culverts were replaced. In the Water Budget, the water tower is a \$500,000 expense due within five years. The village will apply for an infrastructure grant; however, we will continue adding to our water reserve in the event the funding isn't awarded to us.

- Livingston County Grants – the First Impressions Grant has been awarded to the village several times to cover our downtown district. New garbage pails, entrance signs into the village, planters, etc. are all part of beautifying our downtown to attract people in to support our businesses/shops and attract families to want to live here. Monument Park was an idea started at the Livingston County Economic Department to continue investing in our community by means of sprucing things up and drawing people in.

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· Village Reserves. In 2022 a Park Reserve was started. The village also have a General Equipment Reserve, Capital Reserve and Water Reserve. Each fiscal year-end, deposits are made to continue growing the accounts for future projects/equipment, etc.

· Village Fiscal Stress Score – each year the NYS Comptroller’s Office determines where our village falls within four categories: Significant Stress, Moderate Stress, Susceptible Stress and No Designation. We fall into the No Designation slot; between 0 and 100, our score is at 3.3, extremely low. Our fiscal fund balance falls between the 15-25% range recommended. Mainly we are between 20-25% at fiscal year-end. Our village is not over taxing or keeping too much money, it is within expected ranges.

· Taxes – if the village entered into an optional year 4 with Casella with their new rate next year, and raised taxes 2%, the garbage increase would take up 36.68% of the tax increase. Mayor DiLiberto explained that the General Budget has approximately 67 appropriations, garbage being one of them. With inflation and cost increases all over, it has become harder to keep the service in the budget, even if there were no increases to the cost of garbage. The reason the majority of municipalities have gotten away from this service is because of the high costs and the many other responsibilities the village board is responsible for. It was suggested the board increase taxes more and keep the service in the budget. Mayor DiLiberto reiterated the funds will be spent going forward on technology, equipment, infrastructure, buildings, etc.

· Tom Pangrazio - how will the village make sure our streets don’t have garbage and cans out to the curb at all times? The current local law will be amended to address this. The village board will look to the other communities to learn how it’s worked best for them. There will be some bumps in the beginning to work out.

· Robert Jake – what can we do to continue growing our community? Keep applying for grants, making improvements, supporting our businesses and appropriating our funding where it is needed the most.

· Gregg Bullen – discussed North Meadows & Jennifer Lane residents are looking into a group rate for their neighborhood. That is a great idea to keep costs down.

· Gail Milner – discussed recycling, composting and ways to make “less” garbage at home. Gail also asked to go on record stating she doesn’t agree the village should be charging rent to the fire department.

Mayor DiLiberto thanked everyone for attending and their input in tonight’s conversation. The meeting continued on to regular business.

**Code Enforcement Officer Mike Burnside presented the November CEO Report.** Permits were issued for two fences, a shed, alterations and a roof. Construction inspections continue at

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3147 Lehigh Street. Mike attended the Village Planning Board meeting regarding a solar project at Upstate Breaker and the Village Zoning Board of Appeals public hearings regarding two variance requests. CEO Dave Tytler completed six fire inspections; all six had violations. CEO Burnside completed his 2024 in-service training. 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 November DPW Report.** 4,971,000 gallons of water was pumped. Water testing samples were negative. GIS mapping continues and 11 stakeouts were performed. MEO Kyle Bice received his Grade D Water Operator's License. New meters continue to be installed, with less than 75 remaining throughout the village. Chris has begun to perform unknown service line inspections. Most of November was spent on leaf pick-up. The last day of pickup is Wednesday, December 12<sup>th</sup>. Chris met with MRB, JP Schepp again regarding the Pamela Way drainage project. Normal maintenance continues on equipment and the trucks are prepped for snow and ice control. The new pavilion for Washburn Park was delivered. Isaac performed HVAC fall and winter maintenance. The CMCS 8<sup>th</sup> grade students raked leaves at Hamilton and Tennent Park. Ayden Decker refurbished two historical signs in the village. Thank you to the 8<sup>th</sup> graders and Ayden! 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

A **motion** was made by Deputy-Mayor Cappotelli to approve Kyle Bice a .50 per hour increase due to the completion of his Grade D Water Operator's License; Trustee Manley 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 71 calls for police service, 15 traffic tickets issued, two mental health incidents and seven Town of Caledonia assists. Officer Estabrooks attended the JCI meeting with Livingston County Emergency Management and the Caledonia Fire Department. There were several loose dog complaints. The CPD assisted a homeless subject with county placement and provided traffic/safety for the Turkey Trot. A suicidal subject on State Street was transported to Strong Hospital. OIC Passamonte attended the LEC meeting in Geneseo. A **motion** was made by Trustee Manley to accept the report; Trustee Terborg seconded the motions.

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

NAY: None

A **motion** was made by Trustee Manley to hire Stephanie Hann as a part-time Police Officer at \$26.50 per hour; Trustee Terborg seconded the motion.

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

NAY: None

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**OIC Passamonte presented the November SRO Report.** There were 30 district requests for police services, on juvenile criminal case cleared, 17 classroom visits and six emergency drills. There was unfounded bomb threat and two passed school bus incidents. The health classes were presented DWI information. The SRO attended the veteran's breakfast and escorted the 8<sup>th</sup> graders to the parks to rake leaves. The SRO assisted the elementary school taking kids outside at lunch time. The maintenance staff was trained to sweep for hazardous devices. The crossing guard was provided safety equipment. There were early dismissal drills. 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

**Clerk Treasurer Ann Marie Grattan presented the November Clerk Reports.** Reports presented include the Clerk Status Report, Treasurer Summary Report, Water Reconciliation Report, Water Credit Report and General/Water balance sheets, statement of revenue & expenditures and the general ledger. Department Supervisors will receive their Remaining Budget Reports once bills approved are posted. A **motion** was made by Deputy-Mayor to accept the reports; Trustee Manley seconded the motion.

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

NAY: None

**Bills were audited and ordered paid:**

Batch #651, General \$1,885.15 & Water \$501.64

Batch #652, General \$149,396.88 & Water \$35,538.40

Batch #685, Escrow/General \$1,068.50

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

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

NAY: None

AA7550.400 Celebrations \$879.69 from AA8510.400 Comm Beautification

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

AA3910 State Aid Conservation Program \$26,005.60 & AA8560.400 Shade/Trees Cont

AA3120.120 Police Personnel \$2,500.00 & AA9060.800 Medical Insurance

AA5010.100 Street Personnel \$1,500.00 & AA9060.800 Medical Insurance

AA5110.100 Street Maintenance Personnel \$6,854.16 & AA9060.800 Medical Insurance

FX8310.100 Water Admin Personnel \$1,000 & FX9060.800 Medical Insurance

FX8340.100 Trans & Distribution Pers \$2,937.50 FX9060.800 Medical Insurance \$3,937.50

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**The following Resolution was offered by Trustee Manley moving Deputy-Mayor Cappotelli for adoption.**

**Whereas**, until 2024, cities, villages and towns had not received an increase in unrestricted state aid (AIM funding) in 15 years, significantly impacting their ability to provide essential services to their residents; and

**Whereas**, after a prolonged period without financial support, local governments finally received an increase of \$50 million in unrestricted state aid; and

**Whereas**, local officials express their gratitude for the \$50 million increase in unrestricted state aid, recognizing it as a positive step towards addressing long standing fund challenges; and

**Whereas**, the State has referred to this new aid as Temporary Municipal Assistance, suggesting that such increase may not continue, jeopardizing the sustainability of crucial municipal programs and services; and

**Whereas**, the property tax cap further limits the ability of local governments to properly fund the programs and services their residents need; and

**Whereas**, increased and ongoing state aid for the local governments is vital for maintaining infrastructure, public safety, housing and other municipal services; and

**Whereas**, the challenges of inflation, the increasing costs of labor and supplies, and the end of extraordinary federal aid only accentuate the need for consistent and predictable funding to effectively plan for the future and meet the growing needs of their residents;

**Now, therefore, be it resolved**, that the Village of Caledonia calls upon the Governor and the State Legislature to commit to continuing the additional \$50 million in unrestricted state in in the 2025-26 State Budget and beyond, and

**Be it further resolved**, that the Village of Caledonia urges state officials to recognize the need for a long-term plan that ensures consistent and predictable increases in financial support for local governments that keep pace with inflation and that the Village Clerk is directed to send this Resolution to Governor Kathy Hochul, Senate Majority Leader Andrea Stewart-Cousins, Assembly Speaker Carl Heastie, Senator Pam Helming, Assembly-woman elect Andrea Bailey and the New York State Conference of Mayors (NYCOM).

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

NAY: None

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The following resolution was offered by Trustee Terborg with Trustee Manley moving for adoption:

**APPROVING JOINT SERVICES AGREEMENT FOR MACHINERY, TOOLS, EQUIPMENT AND SERVICES SHARING ACCESS**

**WHEREAS**, New York State Highway Law §133-a authorizes the County to enter into agreements to permit the use of County-owned machinery, tools or equipment by other municipal corporations; and

**WHEREAS**, it would be in the Village's best interest to enter into such agreements with Livingston County and towns located within the county, now, therefore, be it

**RESOLVED**, that the Mayor of the Village of Caledonia is hereby authorized to sign a joint services agreement, the format of which is attached to this resolution, with any town in Livingston County and Livingston County.

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

NAY: None

A **motion** was made by Trustee Terborg to approve the 2025 Caledonia Fire District Lease agreement and authorize Mayor DiLiberto to sign it; Deputy-Mayor Cappotelli 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 approve the 2025 Town of Caledonia Police contract and authorize Mayor DiLiberto to sign it; 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 the 2025 Parking Lot Agreement with the Caledonia War Veterans Memorial, Inc. and to authorize Mayor DiLiberto to sign it; Deputy-Mayor Cappotelli seconded the motion.

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

NAY: None

**Public Hearing Comment Period** – there were not comments from those in attendance. A **motion** was made by Trustee Manley at 8:30 p.m. to close the Public Hearings; Trustee Terborg seconded the motion.

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

NAY: None

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**Resolution and order enacting Local Law #5-2024:** the following resolution was offered by Trustee Manley with Trustee Terborg moving for adoption:

**WHEREAS**, a resolution was duly adopted by the Board of Trustees of the Village of Caledonia on November 5, 2024 for a Public Hearing to be held on December 3, 2024 at the Caledonia Village Hall, 3095 Main Street, Caledonia, New York, to hear all interested parties on a proposed Local Law #5-2024, a local law to repeal §174, titled “Solar Panels”.

**WHEREAS**, notice of said public hearing was duly advertised in the Livingston County Newspaper, the official newspaper of said Village of Caledonia, and

**WHEREAS**, said public hearing was duly held on December 3, 2024 at the Caledonia Village Hall, 3095 Main Street, Caledonia, New York, and all parties in attendance were permitted an opportunity to speak on behalf or in opposition to the Proposed Local Law, or any part thereof, and

**WHEREAS**, the Board of Trustees, after due deliberation, finds it in the best interest of said Village to adopt Local Law No. 5-2024.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of the Village of Caledonia hereby adopts said Local Law No. 5, a Local Law authorizing repealing §174, titled “Solar Panels”, of the Code of the Village of Caledonia

**RESOLVED**, that the Village Clerk is hereby directed to enter said Local Law in the minutes of this meeting and in the Local Law Code Book of the Village of Caledonia, and to give due notice of the adoption of said Local Law to the Secretary of State.

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

NAY: None

**Resolution and order enacting Local Law #6-2024:** the following resolution was offered by Trustee Manley with Trustee Terborg moving for adoption:

**WHEREAS**, a resolution was duly adopted by the Board of Trustees of the Village of Caledonia on November 5, 2024 for a Public Hearing to be held on December 3, 2024 at the Caledonia Village Hall, 3095 Main Street, Caledonia, New York, to hear all interested parties on a proposed Local Law #6-2024, a local law to amend §173, titled “Solar Energy Systems”.

**WHEREAS**, notice of said public hearing was duly advertised in the Livingston County Newspaper, the official newspaper of said Village of Caledonia, and

**WHEREAS**, said public hearing was duly held on December 3, 2024 at the Caledonia Village Hall, 3095 Main Street, Caledonia, New York, and all parties in attendance were permitted an opportunity to speak on behalf or in opposition to the Proposed Local Law, or any part thereof, and



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**WHEREAS**, the Board of Trustees, after due deliberation, finds it in the best interest of said Village to adopt Local Law No. 6-2024.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of the Village of Caledonia hereby adopts said Local Law No. 6, a Local Law amending §173, titled “Solar Energy Systems”, of the Code of the Village of Caledonia

**RESOLVED**, that the Village Clerk is hereby directed to enter said Local Law in the minutes of this meeting and in the Local Law Code Book of the Village of Caledonia, and to give due notice of the adoption of said Local Law to the Secretary of State.

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

NAY: None

There being no further business, at 8:32 p.m. Trustee Manley made a motion to adjourn; Trustee Terborg seconded the motion.

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

NAY: None

Ann Marie Grattan  
Village Clerk-Treasurer