

**Village Board Meeting Minutes
September 3, 2019**

The Village of Caledonia Board of Trustees held a meeting on Tuesday, September 3, 2019 at 6:30 p.m. at the Village Office.

Members Present: Mayor Scott DiLiberto, Trustee Greg Boilard and Janet Cappotelli. Also present was Water & Street Superintendent Chris Buckley, Code Enforcement Officer Michael Burnside and Village Attorney Ed Russell.

A **motion** was made by Trustee Boilard to approve the August 6, 2019 Board Meeting Minutes; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Trustee Boilard and Cappotelli

NAY: None

A **motion** was made by Trustee Cappotelli to approve the August 20, 2019 Board Meeting Minutes; Trustee Boilard seconded the motion.

AYE: Mayor DiLiberto, Trustee Boilard and Cappotelli

NAY: None

Deputy-Mayor Jerry O'Donoghue entered the meeting at 6:35 p.m.

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

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard and Cappotelli

NAY: None

A2302 Sweeping/A1620.400 Buildings \$1,613.12

A2705 Donations/A7310.400 \$100

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

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard and Cappotelli

NAY: None

A1440.400 Engineering \$1,885.50 from A1990.400 Contingent

A9040.800 Workman's Comp \$23.60 from A1990.400 Contingent

F9040.800 Workman's Comp \$.40 from F1990.400 Contingent

Bills were audited and ordered paid:

Abstract #626, General \$1,516.76 & Water \$336.07

Abstract #446, Water \$16,071.00

Abstract #627, General \$35,220.71 & Water \$1,233.93

Abstract #447, Water \$678.50

Abstract #90, Capital \$12,926.50

September 3, 2019

Village of Caledonia

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

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard and Cappotelli

NAY: None

Public Forum: Victor Cappotelli of 2997 Main Street discussed concerns over a neighbor fixing and selling vehicles at their home and stated the street is not zoned for this. Mayor DiLiberto will phone the homeowners to discuss the matter.

The Parks Report for August was read by Ann Marie Grattan with the absence of Barry Ganzhorn tonight. The MacKay account balance remains the same. Barry has terminated his Nuisance Wildlife Control Operator License. A list was provided of other Livingston County providers of the service. Ron Beach Jr of Caledonia was on the list. A **motion** was made by Deputy-Mayor DiLiberto to accept the report; Trustee Boilard seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard and Cappotelli

NAY: None

Water & Street Superintendent Chris Buckley presented a verbal August DPW Report. Chris met with the Monroe County Water Authority to discuss the new master meter pit in Mumford. There is concern about properly billing the village for water usage due to the one meter capturing Guthrie Road and Goodwin Circle usage also. Chris will follow-up with the MCWSA to further discuss. The Lehigh Street road project has begun and mowing continues. A **motion** was made by Trustee Boilard to accept the verbal report; Deputy-Mayor O'Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard and Cappotelli

NAY: None

Trustee Sarah Santora entered the meeting at 6:55 p.m.

Clerk-Treasurer Ann Marie Grattan presented the August Clerk Report. Submitted were Budget Status Reports for General, Water, Capital and Trust & Agency Funds, a list of revenues and expenditures, the Financial Report, Department Supervisors payroll and contractual expense reports, the Property Tax and the Water Reconciliation Reports. A water credit was issued to 04-2789 - \$27.50. A **motion** was made by Trustee Santora to accept the report; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard, Cappotelli & Santora

NAY: None

Records Management – a **motion** was made by Trustee Santora to permit Ann Marie Grattan to destroy 2012-2013 documents as per the NY State MIU Schedule upon the review that was performed by Mayor DiLiberto; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard, Cappotelli & Santora

NAY: None

September 3, 2019

Village of Caledonia

Clerk Annual Audit – Mayor DiLiberto performed the Division of Local Government Accountability General Recordkeeping annual audit of fiscal records from June 1, 2018 to May 31, 2019. The audit consisted of review of cash receipts, cash disbursements, cash reconciliation, deposit protection, accountability and financial reporting. Upon a recommendation made by Mayor DiLiberto, a **motion** was made by Deputy-Mayor O’Donoghue to accept the audit; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Boilard, Cappotelli & Santora

NAY: None

Officer Mike Burnside presented the August Police Report. There were 75 calls for service, 24 traffic tickets issued, nine Town of Caledonia assists, four accident reports issued and four arrests. For the DWI Labor Day Grant Crackdown there were 20 traffic stops and 12 tickets issued. The SRO’s at CMCS will be Officer Burnside and Office Schroeder. The Food Link volunteer members were pleased that Officer Estabrooks and Recruit Adams and Moran assisted at the distribution. The Caledonia PD assisted the Avon PD with a man with a gun, the United States Probation Office with an investigation, Homeland Security at the Fish Hatchery annual security check and the Monroe County Sheriff’s Office with numerous incidents/investigations. Traffic watches for speeding continue on East Avenue, Park Place, Church Street, Maple Street and Center Street. A **motion** was made by Trustee Boilard to accept the report; Deputy-Mayor O’Donoghue accepted the report.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Boilard, Cappotelli & Santora

NAY: None

Code Enforcement Officer Mike Burnside presented the CEO Report for August. Building permits included stairs, a pool, a deck and alteration of a barn. A stop work order was issued and an unpermitted Bed-and-Breakfast complaint was resolved. Six construction inspections were performed and Certificate of Completion and Occupancy’s issued. 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 Boilard, Cappotelli & Santora

NAY: None

A **motion** was made by Trustee Cappotelli to accept Nick Truax’s letter of resignation from the Caledonia Police Department effective August 25, 2019; Trustee Santora seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Boilard, Cappotelli & Santora

NAY: None

September 3, 2019

Village of Caledonia

Court Clerk Annual Audit – Pursuant to the Uniform Justice Court, Act §2019-a, Trustee Santora performed the annual audit of court records for Justice Riggi and Justice MacKay for the fiscal records from June 1, 2018 to May 31, 2019. The audit consisted of a review of cash receipts, cash disbursements, bank reconciliations, additional supporting records (bail), docket and case files, cash book reconciliation, the report of the Division of Criminal Justice Services, the report to the Justice Court Fund and reporting to the DMV. Trustee Santora made a motion to accept the audits; Deputy-Mayor O’Donoghue seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Boilard, Cappotelli & Santora

NAY: None

Mayor DiLiberto asked if anyone in attendance had anything they’d like to discuss. Larry Munt of 3235 Iroquois Road thanked Officer’s Passamonte and Estabrooks with a problem they resolved for him. Larry discussed brush left by a contractor at 242 Jersey Street. Also Larry asked if the village could take money from the Recreation Fund to create a village festival for all age groups. Festivals are run by community committees and funding by the village is not allowed.

There being no further business, a motion to adjourn was made by Deputy-Mayor O’Donoghue at 7:40 p.m.; Trustee Boilard seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustee Boilard, Cappotelli & Santora

NAY: None

Ann Marie Grattan
Village Clerk Treasurer