

Village Board Meeting Minutes
April 1, 2013

The Village of Caledonia Board of Trustees held a meeting on Monday, April 1, 2013 at 6:00 p.m. at the Village Office.

Members Present: Mayor Joe Caluorie, Deputy-Mayor Scott DiLiberto, Trustee Steve Polo, Jerry O'Donoghue, Teresa Truman and Underberg & Kessler Attorney Ed Russell.

Appointments – a **motion** was made by Trustee O'Donoghue to approve Mayor Caluorie recommendations for Appointments; Trustee Truman seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O'Donoghue, Polo and Truman

NAY: None

A. Deputy-Mayor	Scott DiLiberto
B. Tax Collector/Clerk-Treasurer	Ann Marie Grattan
C. Deputy-Clerk Treasurer	Nora Brunette
D. Village Attorney	Jim Coniglio
E. Court Clerk	Julie Molisani
F. Police Chief	Dan Chapman
G. Code Enforcement Officer	Tom Perkins
H. Bingo Inspector	Tom Perkins
I. Crossing Guard	Val Kay
J. Recreation Chairperson	Betty McClenney
K. Recreation Director	Ashley Cummings
L. Planning Board	Cindy Oltmann
M. Board of Appeals	Mike Murphy
N. Acting Village Justice	Gil Smith
O. Water & Street Working Foreman	Chris Buckley
P. Registrar of Vital Statistics	Laurie Sattora
R. Deputy Registrar of Vital Statistics	Gretchen Hartford

Assignments – a **motion** was made by Trustee Polo to approve Mayor Caluorie recommendations for Assignments; Trustee O'Donoghue seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O'Donoghue, Polo and Truman

NAY: None

A. Court Liaison	Teresa Truman
B. County Planning Board Liaison	Steve Polo
C. Police Liaison	Scott DiLiberto
D. Town Board Liaison	Scott DiLiberto
E. Board of Appeals Liaison	Joe Caluorie
F. Planning Board Liaison	Joe Caluorie
G. Recreation Liaison	Steve Polo
H. MacKay Park Liaison	Jerry O'Donoghue
I. DPW Liaison	Jerry O'Donoghue
J. Sign Vouchers	Teresa Truman
K. Fire Commissioners Liaison	Joe Caluorie

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Village of Caledonia

Official Newspaper, Depositories and Village Engineer. A **motion** was made by Deputy-Mayor DiLiberto to accept Mayor Caluorie recommendations for Official Newspaper, Depositories and Village Engineering firm; Trustee Truman seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O'Donoghue, Polo and Truman

NAY: None

- A. Livingston County Newspaper
- B. Bank of Castile & Five Star Bank
- C. Chatfield Engineers, P.C.

A **motion** was made by Trustee Truman to approve the Financial Officer to renew all CD's, payment of bonds, BANS, financial transactions and to prepay vouchers such as utilities, postage and insurance if due before the next village scheduled meeting.

AYE: Deputy-Mayor DiLiberto, Trustee O'Donoghue, Polo and Truman

NAY: None

2013-2014 Meeting Dates & Times: A **motion** was made by Deputy-Mayor DiLiberto to approve the meeting dates and times; Trustee Truman seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O'Donoghue, Polo and Truman

NAY: None

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|----------------------|------------------------------------|
| A. April 9, 2013 | 7:00 p.m. (Budget Public Hearing) |
| B. May 7, 2013 | 6:30 p.m. |
| C. May 31, 2013 | 3:30 p.m. (close fiscal year) |
| D. June 4, 2013 | 6:30 p.m. |
| E. July 2, 2013 | 4:00 p.m. |
| F. August 6, 2013 | 4:00 p.m. |
| G. September 3, 2013 | 6:30 p.m. |
| H. October 1, 2013 | 6:30 p.m. |
| I. November 5, 2013 | 6:30 p.m. |
| J. December 3, 2013 | 6:30 p.m. |
| K. January 7, 2014 | 6:30 p.m. |
| L. February 4, 2014 | 6:30 p.m. |
| M. March 4, 2014 | 6:30 p.m. |
| N. April 7, 2014 | 6:00 p.m. (organizational meeting) |

A **motion** was made by Deputy-Mayor DiLiberto to approve the March 3, March 5 and March 10, 2013 Board Meeting Minutes; Trustee Polo seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O'Donoghue, Polo and Truman

NAY: None

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Employee Handbook and Policies – A **motion** was made by Trustee Truman to approve the Employee Handbook and Policies; Trustee O’Donoghue seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O’Donoghue, Polo and Truman

NAY: None

- A. Employee Handbook
- B. Grievance Policy
- C. Harassment Policy
- D. Drug Free Work Place
- E. Investigation for Fraud and Impropriety Policy
- F. Procurement Policy
- G. Investment Policy
- H. Internet Use Policy
- I. Cellular Use Policy
- J. Credit Card Policy

Bills were audited and ordered paid:

Abstract #440, General \$24,278.62, Water \$623.34

Abstract #288-89, Water \$12,798.02

Abstract #074, Capital \$45,490.95

A **motion** was made by Trustee Truman to approve the bills paid; Deputy-Mayor DiLiberto seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O’Donoghue, Polo and Truman

NAY: None

CEO Report for the month of March was presented by Tom Perkins. Permits were issued for a fire alarm system, sign and fence. Completed projects include a deck, fence and generator. Two violation notices remain with the village attorneys. New violation notices were sent for noise/construction on a railroad bed, rental unit safety units, an abandoned vehicle and property maintenance. A **motion** was made by Trustee O’Donoghue to accept the report; Deputy-Mayor DiLiberto seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O’Donoghue, Polo and Truman

NAY: None

2013 WNY Convention Committee – the 114th Annual Convention will be held July 24-27, 2013 at the J.W. Jones Hall & Grounds. Participants are welcome to advertise in the Convention Program Book. The Village Board will consider options at the May meeting.

MacKay Park/Matthews Trail Report for the month of March was presented by Barry Ganzhorn. Woodchips were provided by DPW Superintendent Chris Buckley. A church plans to volunteer time to chip the walkways. A **motion** was made by Deputy-Mayor DiLiberto accept Barry’s verbal report; Trustee O’Donoghue seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O’Donoghue, Polo and Truman

NAY: None

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Local Law #2, 2013 – was introduced by Ed Russell, Atty. The local law would amend section 215-4 of the Code of the Village of Caledonia for the purpose of rezoning lands known as McKay Park from Light Industrial (I-1) to Land Conservation (LC). The parcel map number is 7.7-1-64. A **motion** was made by Deputy-Mayor DiLiberto to hold a Public Hearing on Tuesday, May 7, 2013, at 6:30 p.m.; Trustee Polo seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O'Donoghue, Polo and Truman

NAY: None

There being no further business a **motion** was made at 7 p.m. by Deputy-Mayor DiLiberto to adjourn; Trustee O'Donoghue seconded the motion.

AYE: Deputy-Mayor DiLiberto, Trustee O'Donoghue, Polo and Truman

NAY: None

Ann Marie Grattan
Village Clerk-Treasurer