

**Village Board Meeting Minutes
February 5, 2019**

The Village of Caledonia Board of Trustees held a meeting on Tuesday, February 5, 2019 at 6:30 p.m. at the Village Office.

Members Present: Mayor Scott DiLiberto, Deputy-Mayor Jerry O'Donoghue, Trustee Greg Boilard and Trustee Janet Cappotelli. Also present was Water & Street Superintendent Chris Buckley, Code Enforcement Officer Michael Burnside, Police Chief Dan Chapman & MacKay Park Supervisor Barry Ganzhorn.

Public Hearing: Local Law #1 - Property Tax Levy Local Law. Clerk-Treasurer Ann Marie Grattan read the legal notice posted in the Livingston County Newspaper. A **motion** was made by Trustee Boilard to open the Public Hearing at 6:31 p.m.; Trustee Cappotelli seconded the motion.

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

NAY: None

Mayor DiLiberto explained that the Property Tax Levy Law is introduced every year incase the Village Board has to go over the state tax cap for budget purposes.

A **motion** was made by Trustee Boilard to approve the January 2, 2019 Board Meeting Minutes; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

A **motion** was made by Trustee Boilard to approve the following Budget Amendments; Trustee Cappotelli seconded the motion.

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

NAY: None

A1130 UGS \$73,041.90 & A1989.400 Other General Gvt Support

F2410 Rent of Real Property \$14,000 & F1440.400 Engineering

A **motion** was made by Trustee Boilard to approve the following Budget Transfers; Trustee Cappotelli seconded the motion.

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

NAY: None

A1420.400 Law Cont \$4,208 from A1990.400 Contingent

A1480.410 Fixed Assets \$295 from A1990.400 Contingent

A1440.400 Engineering \$875 from A8540.400 Drainage

A3620.400 Safety \$296.90 from A1990.400 Contingent

A7550.400 Celebrations \$46.50 from A8510.400 Comm Beautification

Open Forum:

Jake & Debbie Davis discussed a 100th Birthday of the Matthew Cleary Post 255 and the American Legion Community Celebration being held on Saturday, August

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10th from noon until 6 p.m. There will be music, games, food and refreshments. It is free to the Caledonia & Mumford communities. It will be held at Hamilton Park. The parking lot between the Legion and Hamilton Park will be barricaded. Food includes pizza, hot dogs, meatball sliders, etc.

Barry Ganzhorn presented the Matthew-MacKay Park Report for January. Barry met with Trustee Cappotelli to finalize details of the Raccoon/MacKay Book Fundraiser. Trustee Cappotelli secured funding from an anonymous donor for the first 100 raccoon stuffed animals. Barry was grateful for the generous donation. Orders will be taken at the elementary school where the book and raccoon are on display. The metal sign posts were complete by the Village DPW. A **motion** was made by Deputy-Mayor O'Donoghue to accept the report; Trustee Boilard seconded the motion.
AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard & Cappotelli
NAY: None

Clerk-Treasurer Ann Marie Grattan presented the January 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 and the Water Reconciliation Report. Water credits included 02-1455/\$79.20 for a computer error. A **motion** was made by Trustee Cappotelli to accept the report; Deputy-Mayor O'Donoghue seconded the motion.
AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard & Cappotelli
NAY: None

Police Chief Dan Chapman presented the Police & School Resource Officer Report for January. There were 66 calls for service, 39 traffic tickets issued, 11 Town of Caledonia assists, three accident reports and one arrest. Chief Chapman starts a new job on February 11th as Fisher's Fire Chief. Officer Passamonte is being trained on administrative duties. An arrest was for sending inappropriate photo's to a minor. A separate sex abuse report is being investigated with the assistance of Justice for Children Advocacy Center of Batavia. Anonymous emails continue to be received about alleged drug activity at the bowling alley; an investigation is ongoing into the matter. Chief Chapman would like to sponsor Matthew Adams for the police academy. The SRO Report includes 14 district requests for services, 14 assists to other agencies, one arrest and four emergency drills. Investigated two traffic incidents. Attended meetings with administrators and local Fire Chiefs for traffic control at graduation. A **motion** was made by Trustee Boilard to accept the reports; Trustee Cappotelli seconded the motion.
AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard & Cappotelli
NAY: None

A **motion** was made by Deputy-Mayor O'Donoghue to hire Matthew Adams as a sponsor for the Police Academy; Trustee Cappotelli seconded the motion.
AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard & Cappotelli
NAY: None

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Water & Street Superintendent Chris Buckley presented the January DPW Report. 7,489,000 gallons of water was pumped and both bacteria samples tested negative. New remote meters continue to be installed. Streets continue to be salted and plowed. Lehigh Street and North Meadow drainage easements are being prepared. The National Grid LED light conversion is underway. The new weight limit signs for Spring and Mill Street are in. Several truck repairs were needed for both plow trucks. A **motion** was made by Trustee Boilard to accept the report; Deputy-Mayor O'Donoghue seconded the motion. AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard & Cappotelli
NAY: None

Mayor DiLiberto discussed with Chris possibly bringing back brush pick up once annually. Chris will research options. Item tabled.

Mike Burnside presented the Code Enforcement Report for January. Two sign permits were issued and one alteration to a residential home. There were three unpermitted alarm issues, one electrical issue and inspections continue on the four new homes on Spring Street. Mike is creating a commercial property database for inspections. Mike has completed part 4 of 6 Code Enforcement Training: General Construction Principles. A **motion** was made by Deputy-Mayor O'Donoghue to accept the report; Trustee Cappotelli seconded the motion. AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard & Cappotelli
NAY: None

A **motion** was made by Deputy-Mayor O'Donoghue to remove Mike Murphy as Inspector; Trustee Cappotelli seconded the motion. AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard & Cappotelli
NAY: None

The board thanked Mike Murphy for assistance he provided until Mike Burnside was trained.

Bills were audited and ordered paid:

Abstract #431, Water \$13,768.80
Abstract #608, General \$3,973.98 & Water \$273.60
Abstract #311, T&A \$271.85
Abstract #432, Water \$2,164.00
Abstract #609, General \$115,846.75 & Water \$5,814.67

A **motion** was made by Deputy-Mayor O'Donoghue to approve the bills paid; Trustee Cappotelli seconded the motion. AYE: Mayor DiLiberto, Deputy-Mayor O'Donoghue, Trustee Boilard & Cappotelli
NAY: None

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Public Hearing Comment Period: no comments from those in attendance. A **motion** was made by Deputy-Mayor O'Donoghue to close the Public Hearing at 7:35 p.m.; Trustee Cappotelli seconded the motion.

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

NAY: None

Resolution and order enacting Local Law #1-2019: the following resolution was offered by Deputy-Mayor O'Donoghue with Trustee Cappotelli moving for adoption:

WHEREAS, a resolution was duly adopted by the Board of Trustees of the Village of Caledonia on January 2, 2019 for a public hearing to be held on February 5, 2019 at the Caledonia Village Hall, 3095 Main Street, Caledonia, New York, to hear all interested parties on a proposed Property Tax Levy Local Law.

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 February 5, 2019 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. 1-2019.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Caledonia hereby adopts said Local Law No. 1 of 2019 a Local Law authorizing a property tax levy in excess of the limited established in General Municipal Law §3-c.

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 O'Donoghue, Trustee Boilard & Cappotelli

NAY: None

A **motion** was made by Trustee Boilard to approve the Town of Caledonia Police Contract for 2019; Trustee Cappotelli seconded the motion.

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

NAY: None

The following Resolution was offered by Trustee Boilard with Deputy-Mayor O'Donoghue moving for adoption:

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WHEREAS, the Village of Caledonia Code Section 45-6, Article IV C Standards states: “[a]ll Village Officers of the foregoing departments as well as all employees thereof shall reside in a locality that is situated not more than 15 minutes’ commuting time by motor vehicle from their customary office or place of duty in the village unless such residency standard is otherwise amended by resolution of the Board of Trustees for good cause; and

WHEREAS, the Village Board desires to amend the Village Code §45-6, Article IV C Standards to permit the Police Chief to reside beyond the 15 minutes’ commuting time, as the Police Chief is moving and has been a valuable employee.

RESOLVED, that the Police Chief is hereby authorized to reside in a locality situated beyond the 15 minutes’ commuting time by motor vehicle otherwise required by Village Code Section 45-6, Article IV C Standards.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustees Boilard and Cappotelli
NAY: None

A **motion** was made by Trustee Boilard to submit a Civil Service New Duties Statement to create two Police Chief positions; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustees Boilard and Cappotelli
NAY: None

A **motion** was made by Deputy-Mayor O’Donoghue to approve Mayor DiLiberto to enter into a 1-year contract with Mirabito Gas and Champion Energy; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustees Boilard and Cappotelli
NAY: None

A **motion** was made by Deputy-Mayor O’Donoghue to approve Mayor DiLiberto to sign the amended 2018-2019 SRO contract with CMCS; Trustee Boilard seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustees Boilard and Cappotelli
NAY: None

A **motion** was made by Deputy-Mayor O’Donoghue to approve the Clerk-Treasurer to create a CD Grant Budget for the NYS Main Street Grant award of \$375,000; Trustee Cappotelli seconded the motion.

AYE: Mayor DiLiberto, Deputy-Mayor O’Donoghue, Trustees Boilard and Cappotelli
NAY: None

Deputy-Mayor O’Donoghue offered the following resolution with Trustee Cappotelli moving for adoption:

WHEREAS, a grant, in the amount of \$7,492, was made available to the Village of Caledonia under the Justice Court Assistance Program.

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WHEREAS, such grant program funds are to be used for projects designed for replacement of the Village Office/Courtroom entry doors with handicap accessible features,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor is authorized to accept the grant award of \$7,492 and that this resolution shall take effect immediately upon adoption.

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

NAY: None

A **motion** was made by Deputy-Mayor O'Donoghue to approve CM Youth Baseball & Softball use of Tennent & Washburn Parks from April 1, 2019 – July 20, 2019; Trustee Boilard seconded the motion.

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

NAY: None

A Certificate of Insurance will be forwarded to the village before April 1st.

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

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

NAY: None

After some discussion, a **motion** was made at 8:30 p.m. by Deputy-Mayor O'Donoghue to close the Executive Session; Trustee Boilard seconded the motion.

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

NAY: None

A **motion** was made by Trustee Boilard to amend the previous motion approving bills. Voucher 16766 will be reduced to \$769.78 pending further review and consideration; Trustee Cappotelli seconded the motion.

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

NAY: None

A **motion** was made by Trustee Boilard to change Dan Chapman to hourly pay \$29.42 effective February 11, 2019 not to exceed 8-10 hours per week; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

A **motion** was made by Trustee Cappotelli to change Jared Passamonte to salary pay \$55,000 effective February 11, 2019; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

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A **motion** was made by Deputy-Mayor O'Donoghue to accept Julie Molisani's letter of resignation effective March 8, 2019; Trustee Boilard seconded the motion.

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

NAY: None

A **motion** was made by Trustee Cappotelli to hire Meg Donegan as Village Court Clerk effective February 6, 2019 while training \$16.67 per hour, beginning March 11, 2019 salary rate of \$20,800; Deputy-Mayor O'Donoghue seconded the motion.

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

NAY: None

There being no further business, a motion to adjourn was made by Deputy-Mayor O'Donoghue at 8:35 p.m.; Trustee Cappotelli seconded the motion.

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

NAY: None

Ann Marie Grattan
Village Clerk-Treasurer