

**Regular Monthly Meeting
Caledonia Town Board
May 10, 2018**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held May 10, 2018, 7:00 P.M., at the Town Hall, 3109 Main Street, Caledonia, NY.

Supervisor Pangrazio called the meeting or order and led in the Pledge of Allegiance.

PRESENT: Supervisor Daniel Pangrazio
Councilman Mark Rothrock
Councilwoman Pamela Rychlicki
Town Clerk Laurie Sattora

ABSENT: Councilman Todd Bickford

OTHERS: Tom Perkins Code Enforcement Officer, Scott Harter of Harter Engineering, several students from Caledonia Mumford's Participation in Government Class.

RESOLUTION 72-2018

CORRECTION OF APRIL 12, 2018 MINUTES

On motion of Councilwoman Rychlicki, seconded by Councilman Rothrock the following resolution was
ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock Absent -Anderson, Bickford Nay-0
RESOLVED, the minutes of April 12, 2018 be corrected.

RESOLUTION 73-2018

APPROVAL OF APRIL 12, 2018 MINUTES WITH EDITORIAL CORRECTIONS

On motion of Councilwoman Rychlicki, seconded by Councilman Rothrock the following resolution was
ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock Absent -Anderson, Bickford Nay-0
RESOLVED, the minutes of April 12, 2018 be approved with editorial corrections.

Councilman Tim Anderson entered the meeting at 7:03 P.M.

OPEN FORUM

SCOTT HARTER – AGL-PLANNED UNIT DEVELOPMENT- BUILDING MODIFICATION

Scott Harter of Professional Engineering Group that represents AGL reviewed the Updated Plans with the Board: The points discussed with the Board are:

- New size of the building to be 90' x 100'.
- The proposed and existing parking areas and sidewalks will be connected.
- Exterior lighting shall be "Dark Sky Compliant" Lighting.
- The Town Board stated that the AGL will need to resubmit an application to the Livingston County Highway Department for the 30' Proposed Entrance to the property on River Road.
- The existing Under Ground Propane tanks will be removed and soils to be retested with Livingston county Department of Health.
- The owner has submitted a letter to the Town Supervisor that the proposed building will not be used as a Sales Office.
- All proposed and existing parking areas are to be blacktopped.
- The Tax parcels will be combined into one single tax parcel. Tax Map # 23.-1-21.535, 23.-1-21.312, and 23.-1-21.534.
- The property owner did not go forward with an easement with the existing underground telephone cables. Scott Harter stated that AGL was going to work around the underground lines, so they would not need to have easement in place.
- The Board asked what type of building will be constructed? Mr. Harter stated that it was going to be a Morton Building. Mr. Harter was not sure about what color the new building would be but that will be confirmed with the Planning Board as the project progresses.

- The Board stated that on sheet 4 of 4 (dated 5/4/18 the proposed Building Elevations sheet) that the front (North Elevation) looks very nice and will be a nice addition to the existing Planned Unit Development. The Board said to Mr. Harter that this is what they would like to see when the building is completed (the North Elevation).
- Mr. Perkins stated that Architectural Plans will be needed for the Planning Board to give Final Approval. The plans that have been submitted are strictly conceptual.
- Councilman Rothrock asked Mr. Harter what will the proposed Office Floor Plan be used for?
- Supervisor Pangrazio stated that he spoke with Jeff Cohen the property owner and Mr. Cohen told Supervisor Pangrazio that the office space will be used for the park managers with the accounting offices, the work crews that set up the mobile homes and modular homes along with the manager and supervisor's office, a breakroom, and handicap accessible bathrooms. The Board noted that on the plans it shows a spiral staircase going to the basement of the building. Mr. Harter stated that is correct. A spiral staircase is on the conceptual plans for access to the lower level of the proposed building.
- Mr. Harter asked when the next Town Planning Board meeting would be and when the County Planning Board meeting would be. Town Clerk Laurie Sattora gave Mr. Harter a copy of the application requirements that are needed for the Planning Board to submit to Livingston County for review along with the meeting dates and submission deadlines.

RESOLUTION 74- 2018

APPROVAL TO GO BEFORE PLANNING BOARD WITH BUILDING MODIFICATIONS

On motion of Councilman Rothrock, seconded by Councilman Anderson the following resolution was ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Anderson Absent -Bickford Nay-0

RESOLVED, the Town Board has reviewed the conceptual drawings submitted by Scott Harter representing AGL for the Morton Building Modification as part of the Planned Unit Development located on Tax Map Parcel 23.-1-21.535 and gives approval to bring the preliminary plans before the Caledonia Planning Board.

ANNOUNCEMENTS/COMMUNICATIONS

Supervisor Pangrazio reviewed the following communications with the Board:

- Grievance Day will be Tuesday, May 22, 2018 from 4:00 P.M. – 8:00 P.M.
- Email correspondence from Attorney Skivington regarding Hardwood Properties settlement agreement and judgment.
- Email correspondence from Attorney Skivington regarding the McKay property transfer.
- County Property Tax Cap-Inflation Factor-It looks like the 2019 inflation factor for the county property tax cap could be 2 %.
- New York State Association of Counties Final 2018-19 County Impact Summary of the New York State Budget.
- Livingston County Planning Board May 10, 2018 Agenda
- On May 11, 2018 the DEC will complete a site inspection of the inactive solid waste site located at Daley Road east of Middle Road.
- Highway Superintendent Mark Schroeder received from the NYS Department of Transportation notification of payment of the first of four quarterly 2018-19 CHIPS, PAVE NY, and EWR (Extreme winter Recovery) reimbursements.

DEPARTMENTS/COMMITTEES

ZONING-TOM PERKINS

Code Enforcement Officer Tom Perkins reported to the Board that he has received some concerns as to the way the berm looks for the Valley Sand and Gravel property on the Caledonia Avon Road. Code Enforcement Officer Tom Perkins contacted Valley Sand and Gravel and they stated that the Department of Environmental Conservation has limited tree planting and mowing of the area. Code Enforcement Officer Tom Perkins has requested a copy of the letter from the DEC and suggested that they appear before the Planning Board to update them on the restrictions placed on them by the DEC.

ATTORNEY SKIVINGTON

Attorney Skivington was not required to attend tonight's meeting but is working on the property transfer for the Town.

PLANNING BOARD – COUNCILWOMAN PAM RYCHLICKI

Councilwoman Pam Rychlicki stated that the Planning Board did not hold a meeting at the end of April.

BUILDING/GROUNDS – SUPERVISOR PANGRAZIO

Supervisor Pangrazio updated the Board that the overhead doors have been installed at the Highway Garage, the roof repair has been completed, and the cemetery cleanup has also been completed by the prisoners in coordination with the Livingston County Sheriff’s Department.

HIGHWAY DEPARTMENT – SUPERVISOR PANGRAZIO

Highway Superintendent Mark Schroeder was unable to attend tonight’s meeting so Supervisor Pangrazio updated the Board on the projects that the Highway Department has completed:

- Shoulders on all the roads that they are surface treating.
- Shoulders on Mill Street and Spring Street for the Village.
- Cemetery cleanup.
- Trim trees on all the roads that they are surface treating.
- Salt Barn is full of salt and mixed with liquid.
- Fixed plow damage around town.
- Fixed washouts on several roads after recent heavy rains.
- Installed a turn around at the end of Stones Lane.
- Changed cross-over pipes on DeNoon and Callan Road.
- Took items to Palmyra auction.

TOWN CLERK’S REPORT APRIL 2018

Total Local Shares Remitted to Town Supervisor-	\$ 2,905.45
Amount paid to: NYS Ag. & Markets Animal Population Control	\$ 53.00
Amount paid to: NYS Dept. of Environmental Conservation – ACH(Electronically)	\$ 127.55
Amount paid to: NYS Department of Health – Marriage Licenses	\$ 45.00
Total State, County & Local Revenues for April 2018:	\$ 3,131.00

RESOLUTION 75-2018

ACCEPT APRIL 2018 TOWN CLERK’S MONTHLY REPORT

On motion of Councilwoman Rychlicki seconded by Councilman Rothrock the following resolution was ADOPTED – Aye – Pangrazio, Rothrock, Anderson, Rychlicki Nay-0 Absent –Bickford
RESOLVED, that the April 2018 Town Clerk’s monthly report is approved as presented.

OLD BUSINESS

Supervisor Pangrazio is working on getting bids for replacing the windows at the Town Hall.

NEW BUSINESS

TOWN HALL REPAIRS

Supervisor Pangrazio and the Board discussed the Town Hall Repairs to the phone system and for painting at the Town Hall. The Town received the following quotes for Painting the Town Hall:
One Source Painting - \$2,675.00
Harrison Painting – \$4,200.00
Chmielowiec Painting – No Quote.
Dave Steele- No Quote.
Tim Ribis – No Quote.

PHONE SYSTEM QUOTES

On February 8, 2018 the Town Board passed **Resolution 53-2018** to upgrade the Phone Systems at the Town Hall. The new phone system was needed because the Town Hall phone system had been struck by lightning last September and was not working properly. Supervisor Pangrazio and the Board received quotes from Mitel and RelComm for replacing the phone systems. The quote from RelComm, was originally supposed to install the phone system in May, but they had an opening at the end of April, so the system was installed earlier than originally planned.

RESOLUTION 53-2018

RELCOMM SERVICES FOR UPGRADE TO PHONE SYSTEM

On motion of Councilman Rothrock seconded by Councilwoman Rychlicki the following resolution was ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Anderson Absent –Bickford Nay-0

RESOLVED, that Supervisor Pangrazio is authorized to sign the purchase agreement with RelComm Services for a new phone system. The Town will receive 7 new telephones for the Town and Highway Department. RelComm's emergency response time is two hours and non-emergency response time is eight business hours.

RESOLUTION 76- 2018

ONE SOURCE -TOWN HALL PAINTING

On motion of Councilman Rothrock seconded by Councilman Anderson the following resolution was

ADOPTED – Aye – Pangrazio, Rothrock, Anderson, Rychlicki Nay-0 Absent –Bickford

RESOLVED, that the Board agrees to accept the quote from One Source to complete the painting upgrades at the Town Hall for \$2,675.00.

RESOLUTION 77 – 2018

PERMISSIVE REFERENDUM-TOWN HALL REPAIRS

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Caledonia in the County of Livingston, State of New York, at a regular meeting that was held on the 10th day of May 2018, duly adopted, subject to a permissive referendum, a resolution as follows:

WHEREAS, the Town Board of the Town of Caledonia has determined that it is necessary to fund repairs at the Town Hall for replacing our phone system that was damaged during a lightning strike in the Fall of 2017 and as general maintenance to update the painting of the Town Hall.

WHEREAS, in recognition of this need to replace phone system and complete the general maintenance for updating the painting, funds for such purpose are in the TOWN OF CALEDONIA BUILDINGS Capital Reserve Fund; and,

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to expend funds from the Capital Reserve Account to complete the necessary repairs at the Town Hall for the phone system and for painting with the costs at approximately \$10,000.00 for the phone system and necessary installation support, and \$2675 for painting the Town Hall.

This resolution shall be subject to a permissive referendum, as permitted by law.

The motion to adopt the resolution was made by Councilwoman Rychlicki and seconded by Councilman Rothrock and duly adopted by the following vote:

AYES: Supervisor Daniel Pangrazio
 Councilman Mark Rothrock
 Councilman Tim Anderson
 Councilwoman Pamela Rychlicki

NAYS: 0

ABSENT: Councilman Todd Bickford

BOARD DISCUSSION

Supervisor Pangrazio and the Board discussed the following items:

- Cyber Liability Policy Rider on our NYMIR Insurance.
- June will be the start of the 2019 Budget Preparation.
- Employee Recognition.

REVIEW OF SUPERVISORS REPORT

All Board Members have received via e-mail prior to the board meeting copies of the Monthly Supervisor's Report which includes up to date Trial Balances and Budget to Actual revenues and expenditures and trial balances. All Board Members signed off on all the reports.

AUDIT OF ABSTRACT OF PAID VOUCHERS AND TRIAL BALANCES

The Board audited the Abstract of paid Vouchers and trial balances.

RESOLUTION 78-2018

PAYMENT OF BILLS

On motion of Councilman Rothrock seconded by Councilwoman Rychlicki the following resolution was

ADOPTED – Aye – Pangrazio, Anderson, Rychlicki, Rothrock Nay-0 Absent -Bickford

RESOLVED, that the bills be paid in the following amounts:

GENERAL FUND A - Voucher #'s 146 - 167, 169- 178	\$ 16,445.40
GENERAL FUND B - Voucher # 168	\$ 412.50
HIGHWAY FUND DB - Voucher #'s 61 - 74	\$ 16,300.33
GRAND TOTALS	\$ 33,158.23

On motion to adjourn by Councilman Rothrock seconded by Councilwoman Rychlicki and carried by all, the board meeting was adjourned.

Respectfully Submitted,

Laurie Sattora
Town Clerk