

**Regular Monthly Meeting
Caledonia Town Board
November 8, 2018**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held November 8, 2018, at 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.

| | | |
|------------------------|--------------|------------------|
| <u>PRESENT:</u> | Supervisor | Daniel Pangrazio |
| | Councilman | Mark Rothrock |
| | Councilman | Tim Anderson |
| | Councilwoman | Pam Rychlicki |
| | Councilman | Todd Bickford |
| | Town Clerk | Laurie Sattora |

OTHERS: Highway Superintendent Mark Schroeder, Code Enforcement Officer Tom Perkins

RESOLUTION 125-2018

OCTOBER 11, 2018 MINUTES

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

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

RESOLVED, the minutes October 11, 2018 be approved as presented.

OPEN FORUM

No one requested to speak.

ANNOUNCEMENTS & COMMUNICATIONS

Supervisor Pangrazio reviewed the following communications with the Board:

- Livingston County Planning Board Meeting Agenda.
- NYMIR Webinar on recent changes to the New York State Sexual Harassment Legislation will be held on November 28, 2018.
- Letter to Planning Board regarding Solar Zoning and Prime Soils.
- Letter from Focus on the Children Christmas Program.
- Supervisor Pangrazio, Town Clerk Laurie Sattora, Code Enforcement Officer Tom Perkins, and Planning Board Co-Chair Joan Crunden will be meeting in the near future to review the Code.

DEPARTMENTS/COMMITTEES

OPEN PUBLIC HEARING FOR 2019 BUDGET

Supervisor Pangrazio declared the Public Hearing open at 7:15 P.M. Town Clerk Laurie Sattora read the Notice of Hearing for the record. Supervisor Pangrazio asked those in attendance and the Board if they had any questions or comments. No one was present with questions or comments.

2019 BUDGET

Supervisor Pangrazio reviewed the following Budget Highlights for 2019:

- The 2019 Budget is under the cap by \$5682.00 even though the Town passed the Tax Cap Override.
- Supervisor Pangrazio strives hard to create a practical, responsible budget implementing smart conservative practices that delivers Town services in a cost -effective manner.
- The Budget for 2019 is conservative with a minimal impact on taxes.
- The Town has no debt and the Town is saving for future Equipment and for Building Improvements.

PETER SKIVINGTON – TOWN ATTORNEY

Attorney Skivington was not required to attend tonight’s meeting, but he is working on several items for the Town.

TOM PERKINS – CODE ENFORCEMENT OFFICER

Code Enforcement Officer Tom Perkins updated the Board on the most recent building permits that have been issued for a small barn and a few additions.

PAM RYCHLICKI – PLANNING BOARD

Councilwoman Rychlicki reported on the October Planning Board meeting.

MARK SCHROEDER – HIGHWAY DEPARTMENT

Highway Superintendent Mark Schroeder updated the Board on the work that the Highway Department has completed.

- Mowing of road sides.
- Installed plows, wings and sanders on trucks.
- Cut down dead ash trees on McIntyre Road near Cider Street.
- Finished realigning the ditch on Graney Road.
- Installed driveway pipe on Graney Road.
- Put shoulders on McKenzie Road.
- Helped the Town of York wedge.
- Worked for Livingston County on Federal Road in the Town of York and also in the Town of Groveland.

MARK SCHROEDER – TRAFFIC SAFETY

Highway Superintendent Mark Schroeder updated the Board on the recent Traffic Safety Meeting.

LAURIE SATTORA – TOWN CLERK

Clerk’s Monthly Report

October 1 – October 31, 2018

| | | | | |
|--|--|-------------------------------------|-----------------|-------------------|
| A1255 | Conservation | Conservation | 13 | 47.90 |
| | Marriage Lic. | MARRIAGE LICENSE FEE | 2 | 35.00 |
| | MISCELLANEOUS | Marriage Certificate | 2 | 20.00 |
| | | Sub-Total: | | \$102.90 |
| A2130 | MISCELLANEOUS CASH | Landfill - \$10.00 | 141 | 1,410.00 |
| | | Sub-Total: | | \$1,410.00 |
| A2544 | Dog Licensing | Female, Spayed | 22 | 132.00 |
| | | Female, Unspayed | 1 | 12.00 |
| | | Male, Neutered | 22 | 132.00 |
| | | Male, Unneutered | 3 | 36.00 |
| | Late Fee | Late Fee | 12 | 60.00 |
| | | Sub-Total: | | \$372.00 |
| B2110 | PLANNING/ZONING | Building Permits | 9 | 410.00 |
| | | Sub-Total: | | \$410.00 |
| | | Total Local Shares Remitted: | | \$2,294.90 |
| Amount paid to: | NYS Ag. & Markets Animal Population Control Fund | | | 56.00 |
| Amount paid to: | NYS Environmental Conservation | | | 807.10 |
| Amount paid to: | State Health Dept. For Marriage Licenses | | | 45.00 |
| Total State, County & Local Revenues: | \$3,203.00 | Total Non-Local Revenues: | \$908.10 | |

RESOLUTION 126-2018

ACCEPT OCTOBER 2018 TOWN CLERK’S MONTHLY REPORT

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

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

RESOLVED, that the October 2018 Town Clerk’s monthly report is approved as presented.

CLOSE PUBLIC HEARING 7:30 P.M. 2019 BUDGET

Supervisor Pangrazio asked if anyone from the public would like to speak on the Proposed **Budget for 2019** or if any Board Member would like to speak. No one present had any questions or concerns and no Board Member wanted to speak, so Supervisor Pangrazio closed the public hearing.

OLD BUSINESS

None.

NEW BUSINESS

RESOLUTION 127 -2018

ADOPT 2019 BUDGET

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

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

RESOLVED, that the Preliminary Budget be adopted as the annual budget and; BE IT FURTHER RESOLVED, that the Town Clerk shall prepare and certify in triplicate, copies of said Annual Budget, as adopted by this Board, and deliver one copy to the Supervisor to be presented by him to the Board of Supervisors of the County.

RESOLUTION 128-2018

EXTENSION OF INTERMUNICIPAL AGREEMENT WITH COUNTY FOR MACHINERY, TOOLS, EQUIPMENT AND SERVICE SHARING FROM JANUARY 1, 2019 TO DECEMBER 31, 2019

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

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

RESOLVED, that Supervisor Pangrazio is authorized to sign the Contract Extension for the Inter-Municipal Agreement with Livingston County for the use of County owned machinery, tools equipment and service sharing.

RESOLUTION 129-2018

AMEND RESOLUTION 94-2018 NYS STANDARD WORK DAY RESOLUTION FOR RETIREMENT DUE TO NEW CALCULATOR ON THE NYS RETIREMENT WEBSITE

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

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

RESOLVED, that the TOWN OF CALEDONIA hereby establishes the following amended resolution as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees’ Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body. The original Resolution was adopted at the July 12th meeting and is hereby amended due to a new calculator that is now available from the New York State Retirement website.

BE IT FURTHER RESOLVED, that the Clerk for the Town of Caledonia is directed to post a certified copy of this resolution for a minimum of thirty days. A certified copy of this resolution and an affidavit of posting shall be filed with the State Comptroller within 45 days of adoption.

THE OFFICIAL’S TERM EXPIRATION DATES ARE AS FOLLOWS:

| Title | Name | Social Security Number (Last 4 digits) | Registration Number | Standard Work Day (Hrs/day) | Term Begins/Ends | Participates in Employer’s Time Keeping System (Y/N) | Days/Month (based on Record of Activities) |
|----------------------------|------------------|---|---------------------|------------------------------------|---------------------|---|---|
| Elected Officials | | | | | | | |
| Supervisor | Daniel Pangrazio | XXXX | XXXXXX | 6 | 01/01/18-12/31/19 | N | 13.28 |
| Town Clerk | Laurie Sattora | XXXX | XXXXXX | 6 | 01/01/18-12/31/19 | N | 24.25 |
| Town Justice | Mark Riggi | XXXX | XXXXXX | 6 | 01/01/16-12/31/19 | N | 04.09 |
| Town Justice | Kyle MacKay | XXXX | XXXXXX | 6 | 01/01/18–12/31/21 | N | 01.34 |
| Appointed Officials | | | | | | | |
| Secretary to Supervisor | Margaret Donegan | XXXX | XXXXXX | 6 | 01/01/18 – 12/31/18 | N | 12.33 |
| Court Clerk | Julie Molisani | XXXX | XXXXXX | 6 | 01/01/18-12/31/18 | N | 06.30 |
| Highway Superintendent | Mark Schroeder | XXXX | XXXXXX | 8 | 01/01/18-12/31/20 | N | 26.43 |
| Assessor | Tami Snyder | XXXX | XXXXXX | 6 | 10/01/13 – | N | 14.00 |

| | | | | | | | |
|----------------|----------------------------|------|--------|---|-----------------------|---|-------|
| | | | | | 09/30/19 | | |
| Town Historian | Eileen LaFave- Bickford | XXXX | XXXXXX | 6 | 01/01/18- 12/31/18 | N | 03.62 |

RESOLUTION 130-2018

BUDGET ADJUSTMENT

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

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following Budgetary Adjustments:

FROM: B2770 \$582.01 (Miscellaneous Revenues)

TO: B8020.400 \$582.01 (Planning Contractual)

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 131-2018

PAYMENT OF BILLS

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

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

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

| | |
|---|-------------------|
| GENERAL FUND A – Voucher #'s 341- 353,356-362,364-373 | \$ 35,070.99 |
| GENERAL FUND B – Voucher # 354,355,363 | \$ 1,505.37 |
| HIGHWAY FUND DB – Voucher #'s 153-166 | \$ 69,542.99 |
| GRAND TOTALS | \$ 106, 119.35 |

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

Respectfully Submitted,

Laurie Sattora
Town Clerk