

**Regular Monthly Meeting
Caledonia Town Board
January 10, 2019**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held January 10, 2019 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: Attorney Peter Skivington, Dwight Kanyuck-Environmental Co-Counsel Knauf & Shaw LLP, Jeff Cohen AGL Homes, Lucia Woo and Ed Flynn LaBella Associates, Highway Superintendent Mark Schroeder, Code Enforcement Officer Tom Perkins, several students from Government participation class.

RESOLUTION 34-2019

DECEMBER 13, 2018 MINUTES

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

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

RESOLVED, the minutes of December 13, 2018 be approved as presented.

RESOLUTION 35-2019

DECEMBER 27, 2018 MINUTES

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

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

RESOLVED, the minutes of December 27, 2018 be approved as presented.

RESOLUTION 36-2019

JANUARY 2, 2019 MINUTES

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

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

RESOLVED, the minutes of January 2, 2019 be approved as presented.

OPEN FORUM

AGL HOMES – JEFF COHEN

Mr. Cohen told the Board that he is in the process of purchasing 3338 Caledonia Avon Road property from Genesee Valley EMS (the old Myers Campers Building) and will close within the next thirty to sixty days. Mr. Cohen stated that the building will be used for office space, vehicle and light equipment parking as well as customer service inquiries of manufactured homes. Mr. Cohen reviewed the conceptual plans for the exterior of the building and stated the following:

Exterior Use:

- Parking for 6-16 pickup trucks and vans to the south and west of the building.
- Employee and limited consumer parking to the north.
- Parking for approximately a half dozen pieces of light construction equipment such as skid steers, mini excavators and backhoe. Supervisor Pangrazio and the Board asked that Mr. Cohen fence this area in as a theft deterrent.
- The exterior lighting will remain without any additions or deletions.

- Removal of two existing pine trees and a bush from the entrance along route 5 to be replaced with three lower profile salt resistant dwarf conifers.
- 10-yard dumpster to be used for office waste parked directly behind the building.
- No manufactured homes placed on the site.

Interior Use

- Existing office space.
- Existing staff meeting room.
- Approximately eight employees will work in building, with the field crews periodically reporting for assignments.
- Customer service/inquiries will be directed to enter the East side of the building where Myers Campers had maintained a retail parts inventory.
- Winter parking of skid steers/mini excavators will be parked in the preexisting rear southwest parking bay.
- There will be no flammables or chemicals stored on site.

Improvements/Repairs to Current Building

- Paving the blacktop and stone in disrepair to the West of the building approx. 20,000 sq. ft.
- Nine 6' commercial grade parking stops along the front of the building.
- Twenty-eight linear feet of Cultured Stone installed on the face of the center area on the front of the building to match the second -floor existing stone façade.
- Tow signs to replace the current 3 x 5 Caledonia Ambulance signs to the North and West sides of the building. The new signs will read "AGL Homes Service Operations."
- Exterior of the first floor will be painted white as soon as the weather cooperates.
- Hard wired or 10 year sealed non-battery removal smoke detectors are to be installed as required.
- The existing second floor apartment will be rented out with no significant changes other than general painting and clean up.

This use of the parcel echoes the past uses as when Myers Campers operated at this site and, also when GVEMS was also operating at the site.

The Board agreed that the only change to the site is a new owner and feel that this a great use of the building. The Board suggested that Mr. Cohen appear before the Planning Board to update them on his purchase of the property.

LABELLA ASSOCIATES - LUCIA WOO & ED FLYNN

Lucia Woo and Ed Flynn gave a presentation to the Board about the professional services that LaBella Associates can offer with the pre-application phase of the Horseshoe Solar project to be located in the Town of Caledonia. Ms. Woo stated that LaBella Associates feels that they have the qualifications and experience to advise the Town of Caledonia through the Article 10 process. Lucia Woo reviewed what the Article 10 process is with the Board regarding solar and wind energy. Ms. Woo stated that the Article 10 Process takes many years and has several steps to pass through for approval of the project. LaBella will help the municipality navigate through the process and help the Town apply for Intervenor Funds to cover expenses incurred for the proposed project. A copy of the proposal for professional services for the Horseshoe Solar Farm Project will be on file with the Town.

Supervisor Pangrazio and the Board thanked Ms. Woo and Mr. Flynn for the presentation and proposal.

KNAUF SHAW-DWIGHT KANYUCK ENVIRONMENTAL CO-COUNSEL

Attorney Skivington introduced Dwight Kanyuck from Knauf & Shaw. Mr. Kanyuck gave a presentation to the Board about the services that Knauf Shaw can provide to Attorney Skivington as the environmental and energy co-counsel for the Public Service Law Article 10 proceeding for the Invenenergy Horseshoe Solar project. Knauf Shaw is a law firm that can guide the Town through the review and approval processes, and land use matters. The proposed project is to construct and operate a 180-megawatt solar energy project in the Town of Caledonia. Knauf Shaw has participated in Article 10 and other Public Service Commission proceedings and has represented numerous municipalities as environmental co-counsel for project reviews and is currently representing the Town of Barre on an application for a 200MW Wind Energy project. Knauf Shaw can guide the Town through the intervenor funding award process and will also work with the Town's Attorney and also with the Town's environmental consultant to obtain community input and comments on the project.

ANNOUNCEMENTS/COMMUNICATIONS

Supervisor Pangrazio reviewed the following communications with the Board:

- Email from Louise Wadsworth about an informational meeting being held on January 22 at the Village Hall about a Public Art initiative. Councilman Anderson offered to attend the meeting as a representative from the Town.
- Copy of letter Will Wadsworth received December 20, 2018 from NYS dept of State on the Shared Highway Services Project. The project was awarded \$301,758.00
- CHS/GVEMS have received an offer to sell the building and after the property is sold CHS will be operating out of the Mumford Fire Station starting around the 25th of January.
- Teen Recognition nominations are due soon.
- A copy of the Livingston County Planning Board Agenda Meeting for January 10th.
- Letter from Michael Burnside Village of Caledonia Code Enforcement Officer regarding the Caledonia Mumford School District and Livingston County 911 have discussed an address change for CMCS High School to 3100 Hinsdale Lane while the Middle School will retain the 3196 Freeman Drive address.
- Memorandum from the Livingston County Land Bank looking for any properties that may be negatively impacting the community.
- Copies of two letters received congratulating Mary Kay Tandlmayer for her successful completion the Livingston County Sign and Façade Improvement Program Project for a new sign at 3174 Main Street and, also to Bill White for façade repairs at 3096 Main Street.
- News release from Heather Grant, Grants and Public Information Coordinator for Livingston County. Livingston County was awarded nearly \$4,000,000.00 funding for 16 projects.
- Letter received from Kathleen Burgess Secretary to General Counsel for the New York State Board on Electric Generation Siting and the Environment regarding Case 18-F-0633 – Application of Horseshoe Solar Energy LLC.

DEPARTMENTS/COMMITTEES

ATTORNEY-PETER SKIVINGTON

Attorney Skivington stated he will draft up a retainer agreement with Knauf Shaw for the proposed Article 10 Project. It is very important to have specialized counsel to assist him and the Town as the environmental and energy co-counsel for the Article 10 Project.

ZONING-TOM PERKINS

Code Enforcement Officer Tom Perkins stated that he and Supervisor Pangrazio have had some discussions with the developers for the Tractor Supply Project and have come to an agreement on the changes to the side of the building that will be facing the former Meyer's Camper Building. A public hearing will be held at the next January Planning Board meeting for final approval on the proposed project.

HIGHWAY – MARK SCHROEDER

Highway Superintendent Mark Schroeder updated the Board on the Highway Department's recent activities:

- The Highway Department has been working around the shop and on the trucks in between plowing.
- The Highway Department has been working on Fletcher's Lane and will take out trees when the weather is good. The Highway Department plans on paving in the spring.
- Mark Schroeder has been working on submitting a quote for the upcoming school project that will take place in the summer of 2019.

TOWN CLERK- LAURIE SATTORA**Town Clerk's Monthly Report****DECEMBER 1 – DECEMBER 31, 2018**

A1255	Conservation	Conservation	5	8.77
	Marriage Lic.	MARRIAGE LICENSE FEE	2	35.00
	MISCELLANEOUS	Marriage Certificate	<u>2</u>	<u>20.00</u>
		Sub-Total:		\$63.77
A1603	MISCELLANEOUS CASH	Birth Certificates	2	20.00
		Death Certificates	<u>3</u>	<u>30.00</u>
		Sub-Total:		\$50.00
A2130	MISCELLANEOUS CASH	Landfill - \$10.00	<u>160</u>	<u>1,600.00</u>
		Sub-Total:		\$1,600.00
A2544	Dog Licensing	Female, Spayed	15	90.00
		Female, Unspayed	2	24.00
		Male, Neutered	16	96.00
		Male, Unneutered	4	48.00
		Replacement Tags	1	3.00
	Late Fee	Late Fee	<u>10</u>	<u>50.00</u>
		Sub-Total:		\$311.00
B2110	PLANNING/ZONING	Building Permits	1	100.00
		Minor Subdivision	<u>2</u>	<u>300.00</u>
		Sub-Total:		\$400.00
Total Local Shares Remitted:				\$2,424.77
Amount paid to:	NYS Ag. & Markets Animal Population Control Fund			49.00
Amount paid to:	NYS Environmental Conservation			150.23
Amount paid to:	State Health Dept. For Marriage Licenses			45.00
Total State, County & Local Revenues:	\$2,669.00	Total Non-Local Revenues:		\$244.23

RESOLUTION 37-2019**ACCEPT DECEMBER 2018 TOWN CLERK'S MONTHLY REPORT**

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

OLD BUSINESS**RULES AND REGULATIONS – HIGHWAY AND NON-HIGHWAY**

Supervisor Pangrazio and the Board discussed the Rules and Regulations that the Supervisor's secretary Meg Donegan emailed to the Board for review prior to the January meeting.

NEW BUSINESS**RESOLUTION 38-2019****LEASE AGREEMENT WITH CALEDONIA RIFLE & GUN CLUB**

On motion of Councilman Bickford seconded by Councilwoman Rychlicki the following resolution was ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Bickford, Anderson Absent –0 Nay-0
RESOLVED, that Supervisor Pangrazio is authorized to sign the 2019 Lease Agreement with the Caledonia Rifle & Gun Club and the annual rent is set at \$1000.00 for the year.

RESOLUTION 38-2019

RULES AND REGULATIONS FOR NON-HIGHWAY EMPLOYEES

On motion of Councilman Anderson, seconded by Councilman Rothrock the following resolution was
ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Anderson, Bickford Absent –0 Nay-0
RESOLVED, that the Town Board approves the Rules and Regulations for Non-Highway Employees.

RESOLUTION 39-2019

RULES AND REGULATIONS FOR HIGHWAY EMPLOYEES

On motion of Councilman Rothrock, seconded by Councilwoman Rychlicki the following resolution was
ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Anderson, Bickford Absent –0 Nay-0
RESOLVED, that the Town Board approves the Rules and Regulations for Highway Employees.

SHARED SERVICE HIGHWAY SMSI GRANT EQUIPMENT DOLLARS

The Board agreed to table this discussion until the February meeting.

RESOLUTION 40-2019

FUND BALANCE POLICY

On motion of Councilman Bickford, seconded by Councilman Rothrock the following resolution was
ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Bickford, Anderson Absent –0 Nay-0
RESOLVED that the Town Board has reviewed its Fund Balance Policy and adopts the current policy which is on
file in the Town Office.

ZBA

Supervisor Pangrazio stated that Seth Graham expressed that he would be interested to be filling the position that was left open on the Zoning Board of Appeals with the passing of William Reid. Supervisor Pangrazio stated that Seth is a local businessman and is looking forward to serving as member of the ZBA and will be great addition to the Board.

RESOLUTION 41-2019

SETH GRAHAM – ZONING BOARD OF APPEALS

On motion of Councilwoman Rychlicki seconded by Councilman Bickford the following resolution was
ADOPTED – Aye – Pangrazio, Rothrock, Anderson, Bickford, Rychlicki Nay-0 Absent –0
RESOLVED, that Seth Graham is appointed to fulfill the balance of William Reid’s term on the Zoning Board of
Appeals with the term ending December 31, 2022.

RESOLUTION 42-2019

SURPLUS COMPUTER EQUIPMENT

On motion of Councilman Rothrock seconded by Councilman Bickford the following resolution was
ADOPTED – Aye – Pangrazio, Rothrock, Anderson, Bickford, Rychlicki Nay-0 Absent –0
RESOLVED, that the HP Printer, HP Laptop and miscellaneous hardware that was stored in supply closet be
declared surplus as they are no longer working.

RESOLUTION 43-2019

KNAUF SHAW ENVIRONMENTAL AND ENERGY CO-COUNSEL

On motion of Councilman Anderson, seconded by Councilman Rothrock the following resolution was
ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Anderson, Bickford Absent –0 Nay-0
RESOLVED, that the Town Board approves Attorney Skivington’s recommendation to draft a retainer agreement
with Knauf Shaw as the environmental and energy Co-Counsel on behalf of the Town of Caledonia for the New York
Public Service Commission Article 10 Proceeding for Invenergy Solar Project.

ENGINEERING FIRMS FOR ARTICLE 10 SOLAR PROJECT

The Town has received to proposals from LaBella Associates and MRB Group for representation for the Article 10 Solar Project proposed for the Town of Caledonia.

RESOLUTION 44-2019

MRB GROUP – ENGINEERING AND PLANNING REVIEW SERVICES FOR INVENERGY HORSESHOE SOLAR PROJECT

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

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

RESOLVED, that the Town Board approves MRB Group to represent the Town of Caledonia for engineering and planning review for the Article 10 Solar Project.

RESOLUTION 45-2019

BUDGETARY TRANSFER

GENERAL FUND-A

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

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following budgetary transfers:

FROM: A200 CASH	\$20,000.00
TO: A201 CASH IN TIME DEPOSITS	\$20,000.00

FROM: A 200 CASH	\$20,000.00
TO: A230 CAPITAL RESERVE BUILDINGS	\$20,000.00

B FUND

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

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following budgetary transfer:

FROM: B200 CASH	\$8,000.00
TO: B230 CASH IN TIME DEPOSITS	\$8,000.00

HIGHWAY DB FUND

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

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following budgetary transfers:

FROM: DB200 CASH	\$10,000.00
TO: DB201 CASH IN TIME DEPOSITS	\$10,000.00

FROM: DB200 CASH	\$40,000.00
TO: DB231 CAPITAL RESERVE EQUIPMENT	\$40,000.00

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 46-2019

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 1-6,9-29	\$	11,823.70
GENERAL FUND B – Voucher # 7-8	\$	772.50
HIGHWAY FUND DB – Voucher #'s 1-11	\$	8,161.27
GRAND TOTALS	\$	20,757.47

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

Respectfully Submitted,

Laurie Sattora
Town Clerk