

TOWN OF CALEDONIA
Regular Board Meeting
December 8, 2022

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held December 8, 2022, at 7:00 P.M., at the Town Hall, 3109 Main Street, Caledonia, NY.

<u>PRESENT:</u>	Supervisor	Daniel Pangrazio
	Councilman	Todd Bickford
	Councilwoman	Pam Rychlicki
	Councilman	Quentin Clark
	Councilman	Kevin Keenan
	Town Clerk	Seth Graham

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

ATTENDEES FROM SIGN IN SHEET: Tyler Pangrazio, Jacob Simpson, Charlie Rubinrott, Casey Decker, Tyler Bartgis, Luke Donaghue, Kaden Vanelli, Kylor Vanelli

RESOLUTION 137-2022

APPROVAL OF MINUTES

On motion of Councilman Clark seconded by Councilman Keenan the following resolution was ADOPTED – Aye- Pangrazio, Bickford, Rychlicki, Clark, Keenan Nay- 0 Absent- 0
RESOLVED, that the minutes of November 10, 2022, be approved as presented.

OPEN FORUM

No one requested the privilege of the floor.

ANNOUNCEMENTS/COMMUNICATIONS

Supervisor Pangrazio reviewed the following announcements and communications with the Board:

- YEAR-END BOARD MEETING – Supervisor Pangrazio stated that the year-end board meeting for purposes of approving final bills will be December 28, 2022, at 4:00 P.M. at the Town Hall.
- HANDOUTS
 - Livingston County First Impressions Grant for Cozy Kitchen
 - Livingston County Board of Supervisors Introduction of Local Law providing a partial exemption from real property taxes to persons with disabilities who have limited income.
 - Livingston County Board of Supervisors Introduction of Local Law providing a partial exemption from real property taxes to eligible senior citizens.
 - Introduction of Proposed Local Law No. 1 for 2023: A Local Law entitled “Amending and replacing in totality, Chapter 54 of the Code of the Town of Caledonia to provide for the administration and enforcement of the New York State Uniform Fire Prevention and Building Code and the State Energy Conservation Construction Code”.

DEPARTMENTS/COMMITTEES

ATTORNEY – PETER SKIVINGTON

No Report

ATTORNEY DWIGHT KANYUCK

No Report

ZONING – CODE ENFORCEMENT OFFICER TOM PERKINS

Code Enforcement Officer Tom Perkins updated the Board on the following items:

- The home on Route 5 that was damaged by a vehicle has been demolished.
- The Caledonia Fire Department is preparing to subdivide and purchase land and plans to go in front of the Planning Board.

PLANNING BOARD – COUNCILWOMAN RYCHLICKI

Councilwoman Rychlicki updated the Board that the Planning Board meeting had been canceled.

BUILDINGS/GROUNDS – SUPERVISOR PANGRAZIO

Supervisor Pangrazio updated the Board that he is still seeking qualified masons for work on the outside basement walls of the Town Hall.

TRAFFIC SAFETY – MARK SCHROEDER

No Report

HIGHWAY DEPARTMENT – HIGHWAY SUPERINTENDENT MARK SCHROEDER

Highway Superintendent Mark Schroeder updated the Board on the following items:

- The Highway crew has been busy working on installing driveway pipes, ditches, and County work.

TOWN CLERK – SETH GRAHAM

NOVEMBER 2022 CLERK’S REPORT

		Total Local Shares Remitted:	\$2,543.53
Amount paid to:	NYS Ag. & Markets Animal Population Control Fund		54.00
Amount paid to:	NYS Environmental Conservation		1,822.47
Total State, County & Local Revenues:	\$4,420.00	Total Non-Local Revenues:	\$1,876.47

RESOLUTION 138-2022

APPROVAL OF TOWN CLERK’S REPORT

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

RESOLVED, that the Clerk’s Report for the month of November 2022 be accepted as presented.

OLD BUSINESS

Supervisor Pangrazio distributed the Towns Rules & Regulations and asked the Board to review for action at the January meeting.

NEW BUSINESS

RESOLUTION 139-2022

SET DATE OF ORGANIZATOINAL MEETING

On motion of Councilman Clark seconded by Councilman Bickford the following resolution was

ADOPTED – Aye- Pangrazio, Bickford, Rychlicki, Clark, Keenan Nay- 0 Absent- 0

RESOLVED, that the 2023 Organizational Meeting will be held on January 3, 2023 at 5:00 P.M. at the Town Hall.

RESOLUTION 140-2022

APPOINTMENT OF MARK CALLAN TO PLANNING BOARD

On motion of Councilman Keenan seconded by Councilman Clark the following resolution was

ADOPTED – Aye- Pangrazio, Bickford, Rychlicki, Clark, Keenan Nay- 0 Absent- 0

RESOLVED, that Mark Callan be appointed to the Town of Caledonia Planning Board for a seven-year term ending December 31, 2029.

RESOLUTION 141-2022

APPOINTMENT OF TOM STEIN TO ZONING BOARD

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

ADOPTED – Aye- Pangrazio, Bickford, Rychlicki, Clark, Keenan Nay- 0 Absent- 0

RESOLVED, that Tom Stein be appointed to the Zoning Board of Appeals for a five-year term ending December 31, 2027.

RESOLUTION 142-2022

SETTING DATE FOR PUBLIC HEARING FOR LOCAL LAW NO. 1 FOR 2023

On motion of Councilman Clark seconded by Councilman Keenan the following resolution was

ADOPTED – Aye- Pangrazio, Bickford, Rychlicki, Clark, Keenan Nay- 0 Absent- 0

RESOLVED, that the Town of Caledonia is considering proposed LOCAL LAW No. 1 for 2023 to amend and replace in totality, Chapter 54 of the Code of the Town of Caledonia to provide for the administration and enforcement of the New York State Uniform Fire Prevention and Building Code and the State Energy Conservation Code. THEREFORE, pursuant to statute the Town Board will hold a public hearing on said LOCAL LAW at 7:15 P.M. on Thursday, January 12, 2023, at the Caledonia Town Hall, 3109 Main Street, Caledonia, Livingston County, New York, at which time and place all persons interested will be heard. A copy of the proposed Local Law is on file for public review at the Town Office of the Town of Caledonia during normal business hours.

CAPITAL IMPROVEMENT PLAN 2023 DISCUSSION (CIP)

Supervisor Pangrazio is making updates to the Capital Improvement Plan for 2023 and will distribute the plan at the December 28, 2022, End of Year Board Meeting.

RECAP 2022

Supervisor Pangrazio reported that the Town of Caledonia had a great year and has overcome many financial challenges. The exterior of the Town Hall was painted, accessible doors were installed, and we were under the property tax cap once again.

RESOLUTION 143-2022

SETTING DATE FOR 2023 BOARD MEETINGS

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

RESOLVED, that the 2023 Caledonia Town Board meetings will be held on the 2nd Thursday of every month at 7:00 P.M. unless otherwise noted.

January 3, 2023 (Organizational Meeting)	5:00 P.M.
January 12, 2023	7:00 P.M.
February 9, 2023	7:00 P.M.
March 9, 2023	7:00 P.M.
April 13, 2023	7:00 P.M.
May 11, 2023	7:00 P.M.
June 8, 2023	7:00 P.M.
July 13, 2023	7:00 P.M.
August 10, 2023	7:00 P.M.
September 14, 2023	7:00 P.M.
September 26, 2023 (Tentative Budget Meeting)	5:00 P.M.
October 12, 2023	7:00 P.M.
November 9, 2023	7:00 P.M.
December 14, 2023	7:00 P.M.
December 28, 2023 (End of Year Meeting)	4:00 P.M.

HOLIDAY CLOSINGS

Supervisor Pangrazio handed out a list of 2023 Town Hall Holiday closings:

Monday, January 2, 2023	New Year’s Day (observed)
Monday, January 16, 2023	Martin Luther King Jr. Day
Monday, February 20, 2023	Presidents’ Day
Friday, April 7, 2023	Good Friday
Monday, May 29, 2023	Memorial Day
Monday, June 19, 2023	Juneteenth
Monday, July 3, 2023 & Tuesday, July 4, 2023	Independence Day
Monday, September 4, 2023	Labor Day
Monday, October 9, 2023	Columbus Day
Friday, November 10, 2023	Veterans Day
Wednesday, November 22, 2023 – Friday, November 24, 2023	Thanksgiving
Friday, December 22, 2023 – Tuesday, December 26, 2023	Christmas

RESOLUTION 144-2022

BUDGET LINE TRANSFER

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

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

FUND	DEBIT	CREDIT
A1990.400 – Contingency	\$4,245.00	
A1220.104 – Supervisor Clerk		\$4,245.00

RESOLUTION 145-2022

BUDGET LINE TRANSFER

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

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

FUND	DEBIT	CREDIT
A1990.400 – Contingency	\$750.00	
A1315.400 – Comptroller		\$750.00

RESOLUTION 146-2022

BUDGET LINE TRANSFER

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

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

FUND	DEBIT	CREDIT
A1990.400 – Contingency	\$658.08	
A1620.200 – Buildings Capital Outlay		\$658.08

RESOLUTION 147-2022

BUDGET LINE TRANSFER

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

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

FUND	DEBIT	CREDIT
B1990.400 – Contingency	\$267.34	
B5020.400 - Engineering		\$267.34

RESOLUTION 148-2022

BUDGET LINE TRANSFER

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

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

FUND	DEBIT	CREDIT
DB1990.400 – Contingency	\$1,498.34	
DB5110.100 – Maint of Streets Per Srvs		\$1,498.34

RESOLUTION 149-2022

BUDGET LINE TRANSFER

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

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

FUND	DEBIT	CREDIT
DB1990.400 – Contingency	\$1,983.12	
DB5130.100 – Machinery Personal Services		\$1,983.12

RESOLUTION 150-2022

BUDGET LINE TRANSFER

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

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

FUND	DEBIT	CREDIT
DB1990.400 – Contingency	\$1,045.04	
DB5130.401 – Machinery (Fuel Only)		\$1,045.04

RESOLUTION 151-2022

BUDGET LINE TRANSFER

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

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

FUND	DEBIT	CREDIT
DB1990.400 – Contingency	\$672.77	
DB5140.400 – Brush & Weeds Contractual		\$672.77

RESOLUTION 152-2022

BUDGET AMENDMENT

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following budget amendment:

FUND	DEBIT	CREDIT
A4089 – Federal Aid (ARPA)	\$20,411.25	
A1315.201 – Comptroller		\$20,411.25

RESOLUTION 153-2022

BUDGET AMENDMENT

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following budget amendment:

FUND	DEBIT	CREDIT
A4089 – Federal Aid (ARPA)	\$17,463.00	
A1620.201 – Buildings ARPA		\$17,463.00

RESOLUTION 154-2022

BUDGET AMENDMENT

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following budget amendment:

FUND	DEBIT	CREDIT
A4089 – Federal Aid (ARPA)	\$12,004.40	
A1532.201 – Garage (ARPA)		\$12,004.40

DISCUSSION – HIGHWAY GARAGE WASTE OIL HEATER REPLACEMENT

Highway Superintendent Mark Schroeder updated the Board that the Waste Oil Heater is not functioning properly at the Highway Garage. Supervisor Pangrazio handed out a quote from Pipitone Enterprises. The Board decided to use ARPA funds to purchase the Waste Oil Heater.

RESOLUTION 155-2022

MOTION TO ACCEPT PIPITONE ENTERPRISES QUOTE

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

RESOLVED, that Supervisor Pangrazio is authorized to sign and accept the quote from Pipitone Enterprises for \$12,910.00.

RESOLUTION 156-2022

BUDGET AMENDMENT - USE OF ARPA FUNDS TO PURCHASE WASTE OIL HEATER

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following budget amendment:

FUND	DEBIT	CREDIT
A4089 – Federal Aid (ARPA)	\$12,910.00	
A1532.201 – Garage ARPA		\$12,910.00

AUDIT OF ABSTRACT OF PAID VOUCHERS

The Board audited the Abstract of paid vouchers.

RESOLUTION 157-2022

PAYMENT OF BILLS

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

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

General Fund A	\$12,123.22
General Fund B	\$ 470.63
Highway Fund DB	\$ 4,720.81
Total:	\$17,315.66

Motion to adjourn was made by Councilwoman Rychlicki seconded by Councilman Bickford and carried by all. The Board meeting was adjourned.

Respectfully Submitted,

Seth Graham
Town Clerk