

**Regular Monthly Meeting  
Caledonia Town Board  
December 12, 2024**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held on December 12, 2024, at 7:00 P.M. at the Town Hall, 3109 Main Street, Caledonia, NY.

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

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

**ATTORNEYS:** Amy Kendall

**OTHERS:** Highway Superintendent Ron Beach

**ATTENDEES FROM SIGN-IN SHEET:** Jonah Ribbeck

**RESOLUTION 131-2024**

**NOVEMBER 14, 2024 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 14, 2024 be approved as presented.

**OPEN FORUM**

**CLAYTON HOMES/COOK PROPERTIES – PUD (PLANNED UNIT DEVELOPMENT)**

A representative from Cook Properties/Clayton Homes presented to the Board their plan to place two single manufactured homes on the property where the house burnt down a few years ago. Supervisor Pangrazio stated he would like to see the septic system upgraded or tested and the existing driveway be paved. The Board agrees and will send a letter to the Planning Board with their recommendations.

**ANNOUNCEMENTS/COMMUNICATIONS**

Supervisor Pangrazio reviewed the following communications with the Board:

- Livingston County Planning Board Meeting Agenda for December 12, 2024.
- Livingston County Planning Board Minutes

**7:10 P.M. – OPEN PUBLIC HEARING FOR PROPOSED LOCAL LAW NO. 4 FOR 2024 – 6-MONTH MORATORIUM EXTENSION**

Supervisor Pangrazio declared the Public Hearing open at 7:10 P.M. for Proposed Local Law No. 4 for 2024 and asked Town Clerk Seth Graham to read the Notice of Hearing for the Record. Supervisor Pangrazio asked if anyone would like to speak at this time. No one from the public or Board had any comments at this time.

**RESOLUTION 132-2024**

**ACCEPT WINDOW CLEANING QUOTE**

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 sign an agreement with All Seasons Window Cleaning for \$335.00 per cleaning each quarter.

**DISCUSSION – COUNTY PLANNING BOARD LIASON**

Supervisor Pangrazio discussed with the Board that Keith Stein is doing a great job as the Town of Caledonia’s liaison for the Livingston County Planning Board and would like to continue. Supervisor Pangrazio asked Town Clerk Seth Graham to prepare a letter to the County Planning Board letting them know Keith Stein will continue in 2025.

**DEPARTMENTS/COMMITTEES**

**ATTORNEY – AMY KENDALL**

In Attorney Kanyuck’s absence, Attorney Amy Kendall updated the Board that we are waiting for input from the Livingston County Planning Board on the Town of Caledonia’s proposed Local Law for a 6-month moratorium extension.

**ZONING – SUPERVISOR PANGRAZIO**

In Code Enforcement Officer Tom Perkins absence, Supervisor Pangrazio updated the Board that there are two single-family homes being built on Barks Rd.

**PLANNING BOARD – COUNCILWOMAN RYCHLICKI**

Councilwoman Rychlicki updated the Board that the November Planning Board meeting was canceled.

**BUILDINGS/GROUNDS – SUPERVISOR PANGRAZIO**

Supervisor Pangrazio stated later in the meeting he would discuss designating some of the remaining ARPA funds. One of the designations is to micro-pave the parking lot behind the Town Hall, not to exceed \$7,000.

**TRAFFIC SAFETY – HIGHWAY SUPERINTENDENT RON BEACH**

Highway Superintendent Ron Beach updated the Board that there was no traffic safety meeting.

**HIGHWAY – HIGHWAY SUPERINTENDENT RON BEACH**

Highway Superintendent Ron Beach updated the Board on the following:

- Winter maintenance on lawnmowers and grader is being done.
- MEO Kyle Sickles passed his Class-A driver’s test.
- Installed driveway pipes on McEwen Rd and an approach on Barks Rd.
- The trucks are all equipped with plow gear and have been out on salt and plow runs.
- Jane Baker of Baker’s Greenhouses donated a picnic table to the Town for the Town Park.
- Leaves are picked up in the Town Cemetery.
- We got our 1750 tonnage from Valley.
- Ordered a new window for the shop.
- Discussion was had regarding making some changes and expansions at the Town Transfer Station.

- The new truck should be ready sometime in early 2025. A referendum will be needed to purchase the equipment.
- Discussion was had regarding the purchase of a new mower. Highway Superintendent Ron Beach handed out quotes to the Board. The Board discussed and per Ron’s recommendation, they would like to proceed with the purchase of a John Deere 6M105 which will cost (after a \$61,000 trade-in) approximately \$84,932.07.
- Future projects include winter maintenance on mower, roller and shoulder machine, tree trimming on Sand Hill Rd and installing the new window at the shop.

**7:25 P.M. – CLOSE PUBLIC HEARING FOR PROPOSED LOCAL LAW NO. 4 FOR 2024 – 6-MONTH**

**MORATORIUM EXTENSION**

Supervisor Pangrazio asked if the Board or any of the public had any comments or questions on the Proposed 6-Month Solar Moratorium Extension. Supervisor Pangrazio stated that they will meet to discuss changes to solar and zoning over the next few months. No one from the public or Board had any questions or comments. Supervisor Pangrazio closed the Public Hearing on Local Law No. 4 for 2024.

**TOWN CLERK’S MONTHLY REPORT – TOWN CLERK SETH GRAHAM**

<u>Account#</u>	<u>Account Description</u>	<u>Fee Description</u>	<u>Qty</u>	<u>Local Share</u>	
A1255	Conservation	Conservation	14	71.17	
	Marriage Lic.	MARRIAGE LICENSE FEE	1	17.50	
			<b>Sub-Total:</b>	<b>\$88.67</b>	
A1603	MISCELLANEOUS CASH	Death Certificates	11	110.00	
			<b>Sub-Total:</b>	<b>\$110.00</b>	
A2130	MISCELLANEOUS CASH	Landfill - \$10.00	203	2,030.00	
			<b>Sub-Total:</b>	<b>\$2,030.00</b>	
A2544	Dog Licensing	Exempt Dogs	1	0.00	
		Female, Spayed	26	156.00	
		Male, Neutered	26	156.00	
		Male, Unneutered	3	36.00	
		Late Fee	Late Fee	6	30.00
			<b>Sub-Total:</b>	<b>\$378.00</b>	
B2110	PLANNING/ZONING	Building Permits	1	10.00	
			<b>Sub-Total:</b>	<b>\$10.00</b>	
			<b>Total Local Shares Remitted:</b>	<b>\$2,616.67</b>	
Amount paid to:	NYS Ag. & Markets Animal Population Control Fund .....			61.00	
Amount paid to:	NYS Environmental Conservation .....			1,524.83	
Amount paid to:	State Health Dept. For Marriage Licenses .....			22.50	
<b>Total State, County &amp; Local Revenues:</b>		<b>\$4,225.00</b>	<b>Total Non-Local Revenues:</b>		<b>\$1,608.33</b>

**RESOLUTION 133-2024**

**NOVEMBER 2024 TOWN CLERK’S MONTHLY REPORT**

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 the Town Clerk’s Monthly Report be approved as presented.

**OLD BUSINESS**

**DISCUSSION – 2025 TOWN RULES & REGULATIONS**

Supervisor Pangrazio handed out the 2025 Non-Highway and Highway Rules & Regulations for the Board to review. Supervisor Pangrazio stated there was a small change that when hiring Highway employees, preference will be given to Caledonia residents, however, with the difficulty finding people the Board will expand to a 7-mile radius for hiring for Highway positions. The Board will review the 2025 Rules & Regulations and take action at a later date.

**DISCUSSION – PURCHASE OF 10-WHEELER**

Supervisor Pangrazio discussed with the Board the purchase of a new 10-wheeler. The old truck will be auctioned off and the funds will be appropriated to the purchase of the new 10-wheeler to offset the cost.

**DISCUSSION – PURCHASE OF TRACTOR**

Supervisor Pangrazio discussed with the Board the purchase of a new tractor. Per Highway Superintendent Ron Beach’s recommendation, the Board is interested in trading in both tractors for approximately \$61,000 and purchasing a John Deere 6M105 for an estimated \$84,932.07 after trade in of our 2007 John Deere 6415 with a side and rear mower and our 2017 John Deere 5075M.

**DISCUSSION – DESIGNATING ARPA FUNDS**

Supervisor Pangrazio discussed with the Board allocating the remaining ARPA funds to be used at either the Transfer Station or the Town Park. Supervisor Pangrazio will designate the funds at the December 30<sup>th</sup> end of year meeting and would like Highway Superintendent Ron Beach to gather some numbers for some upgrades and projects at the Transfer Station or Park.

**NEW BUSINESS**

**RESOLUTION 134-2024**

**SET DATE FOR ORGANIZATIONAL MEETING – JANUARY 2, 2025 at 5:00 P.M.**

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 the 2025 Organizational Meeting will be held on January 2, 2025 at 5:00 P.M. at the Town Hall.

**RESOLUTION 135-2024**

**APPOINTMENT OF MATT SLUBERSKI TO THE PLANNING BOARD (7-YEAR TERM – 12/31/2031)**

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 Matt Sluberski be appointed to the Town of Caledonia Planning Board for a 7-year term ending on December 31, 2031.

**RESOLUTION 136-2024**

**APPOINTMENT OF STEVE GEER TO THE ZONING BOARD OF APPEALS (5-YEAR TERM – 12/31/2029)**

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 Steve Geer be appointed to the Town of Caledonia Zoning Board of Appeals for a 5-year term ending on December 31, 2029.

**RESOLUTION 137-2024**

**BUDGET AMENDMENTS – GENERAL A FUND**

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 Amendments:

<i>Transfer From:</i>	AA.1620.400	Building, Contractual	\$2,084.00
	AA.9035.800	Medicare	\$2,800.00
	AA.7140.200	Playground & Recreation	\$12,868.00
			<hr/>
			\$17,752.00

<i>Transfer To:</i>	AA.5132.100	Garage, Pers Srvs	\$2,000.00
	AA.7510.400	Historian, Contr	\$83.00
	AA.9030.800	Social Security	\$2,800.00
	AA.1315.400	Comptroller, Contr	\$1.00
	AA.9901.900	Transfers, Other Funds	\$12,868.00
			<hr/>
			\$17,752.00

**RESOLUTION 138-2024**

**BUDGET AMENDMENTS – GENERAL B FUND**

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 Amendments:

<i>Transfer From:</i>	BB.1120.000	Non Prop Tax Dist By County	\$4,959.91
	BB.5031.000	Interfund Transfers	\$12,868.00
			<hr/>
			\$17,827.91

<i>Transfer To:</i>	BB.3120.400	Public Safety, Contr	\$2,500.00
	BB.7310.401	Youth Programs, Contr	\$15,327.91
			<hr/>
			\$17,827.91

**RESOLUTION 139-2024**

**BUDGET AMENDMENTS – HIGHWAY DB FUND**

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 Amendments:

<i>Transfer From:</i>	DB.5130.401	Machinery, Contr	\$2,005.00
			<hr/>
			\$2,005.00

<i>Transfer To:</i>	DB.5140.100	Brush And Weeds, Prs Svs	\$2,005.00
			<hr/>
			\$2,005.00

**RESOLUTION 140-2024**

**PURCHASE OF 10-WHEELER**

**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 12th day of December 2024, 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 upgrade equipment at the Highway Garage.

**WHEREAS**, the Town received a quote from Tracy Road Equipment and Viking Cives USA in the amount of \$280,490.94 before a trade in of a 2006 Sterling.

**WHEREAS**, the Board agreed to accept the quote of \$280,490.94 from Tracy Road Equipment and Viking Cives USA for the purchase of a 2025 Western Star 47x 10-wheeler.

**WHEREAS**, it is estimated that the cost of the equipment to not exceed \$280,490.94.

**WHEREAS**, in recognition of this need to upgrade this piece of equipment, funds for such purpose are in the TOWN OF CALEDONIA EQUIPMENT Capital Reserve Fund; and,

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Town Board authorizes the Supervisor to expend from the Capital Reserve Fund the funds necessary to purchase this Excavator.

Said resolution shall take effect thirty days after adoption, unless there shall be filed with the Town Clerk a petition signed and acknowledged by the electors of the Town qualified to vote upon a proposition to raise and expend money, in number equal to at least five percentum of the total vote cast for governor in the Town at the last general election held for the election of State officers protesting against the resolution and requesting that the matter be submitted to the qualified electors of the Town at a referendum in the manner provided by Town Law.

A copy of the resolution is available for public inspection during normal business hours at the office of the Town Clerk, located at 3109 Main Street, Caledonia, NY 14423.

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

The motion to adopt the resolution was made by Councilman Bickford and seconded by Councilman Keenan and duly adopted

by the following vote:

AYES: Supervisor Daniel Pangrazio  
Councilwoman Pam Rychlicki  
Councilman Kevin Keenan  
Councilman Quentin Clark  
Councilman Todd Bickford

**RESOLUTION 141-2024**

**DECLARING SUPRLUS OF DIMENSIONAL LUMBER**

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 has declared surplus of lumber and is authorized to auction it off.

**RECAP 2024**

Supervisor Pangrazio reported that the Town of Caledonia had a great year and has overcome many financial challenges and is happy to report the Town is still debt-free.

**RESOLUTION 142-2024**

**SETTING DATES FOR 2025 TOWN BOARD MEETINGS**

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 the 2025 Town Board meetings will be held on the 2<sup>nd</sup> Thursday of the month unless otherwise noted.

<b>DATE</b>	<b>TIME</b>
<b>THURSDAY, JANUARY 2, 2025</b> ORGANIZATIONAL MEETING	5:00 P.M.
<b>THURSDAY, JANUARY 9, 2025</b>	7:00 P.M.
<b>THURSDAY, FEBRUARY 13, 2025</b>	7:00 P.M.
<b>THURSDAY, MARCH 13, 2025</b>	7:00 P.M.
<b>THURSDAY, APRIL 10, 2025</b>	7:00 P.M.
<b>THURSDAY, MAY 8, 2025</b>	7:00 P.M.
<b>THURSDAY, JUNE 12, 2025</b>	7:00 P.M.
<b>THURSDAY, JULY 10, 2025</b>	7:00 P.M.
<b>THURSDAY, AUGUST 14, 2025</b>	7:00 P.M.
<b>THURSDAY, SEPTEMBER 11, 2025</b>	7:00 P.M.
<b>TUESDAY, SEPTEMBER 23, 2025</b> BUDGET WORKSHOP	5:00 P.M.
<b>THURSDAY, OCTOBER 9, 2025</b>	7:00 P.M.
<b>THURSDAY, NOVEMBER 13, 2025</b>	7:00 P.M.
<b>THURSDAY, DECEMBER 11, 2025</b>	7:00 P.M.
<b>TUESDAY, DECEMBER 30, 2025</b> END OF YEAR MEETING	4:00 P.M.

**2025 TOWN HALL HOLIDAY CLOSINGS**

Supervisor Pangrazio handed out a list of the 2025 Town Hall Holiday Closings (subject to change):

<b>Holiday</b>	<b>Date</b>
<b>New Year’s Day</b>	Wednesday, January 1, 2025
<b>Martin Luther King Jr. Day</b>	Monday, January 20, 2025
<b>Presidents Day</b>	Monday, February 17, 2025
<b>Good Friday</b>	Friday, April 18, 2025
<b>Memorial Day</b>	Monday, May 26, 2025
<b>Juneteenth</b>	Thursday, June 19, 2025
<b>Independence Day</b>	Thursday, July 3, 2025 & Friday, July 4, 2025
<b>Labor Day</b>	Monday, September 1, 2025
<b>Columbus Day</b>	Monday, October 13, 2025
<b>Veterans Day</b>	Tuesday, November 11, 2025
<b>Thanksgiving</b>	Wednesday, November 26 – Friday, November 28, 2025
<b>Christmas</b>	Tuesday, December 23 – Friday, December 26, 2025
<b>New Years Eve</b>	Wednesday, December 31, 2025

**DISCUSSION – BUILDING & ZONING FEES**

Supervisor Pangrazio discussed with the Board making some changes to our permit fees and will discuss with Code Enforcement Officer Tom Perkins and update the Board in the future.

**RESOLUTION 143-2024**

**PAYMENT OF BILLS**

On motion of Councilman Clark seconded by Councilwoman Rychlicki 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	\$46,918.03
GENERAL FUND B	\$3,740.00
HIGHWAY FUND DB	\$38,860.13
<b>TOTAL</b>	<b>\$89,518.16</b>

On motion to adjourn by Councilman Keenan seconded by Councilman Clark and carried by all, the Board Meeting was adjourned.

Respectfully Submitted,

Seth Graham  
Town Clerk