**Town of Caledonia**

**Regular Monthly Board Meeting**

**November 5, 2020**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held November 5, 2020 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.

**PRESENT:** Supervisor Daniel Pangrazio

Councilwoman Pam Rychlicki

Councilman Mark Rothrock

Town Clerk Laurie Sattora

**ABSENT:** Councilman Tim Anderson, Councilman Todd Bickford.

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

**ATTORNEY:** Dwight Kanyuck.

**ATTENDEES FROM SIGN IN SHEET**: Seth Graham, John Pike.

**RESOLUTION 114-2020**

**APPROVAL OF MINUTES**

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

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

RESOLVED, that the minutes of October 8, 2020 be approved as presented.

**OPEN FORUM**

**ANNOUNCEMENTS/COMMUNICATIONS**

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

* **ANNUAL COURT AUDIT-**Supervisor Pangrazio received a letter from Judge Riggi and Judge MacKay requesting that the Town complete the annual Court Audit that is required. Councilwoman Rychlicki stated that she will conduct the Court Audit after the first of the year.
* **COUNTY BUDGET –** The Governor held back 20% of revenues causing a deficit for the county budget . The County offered a Voluntary retirement incentive which helped to offset this loss of revenues. For the 2021 budget, the County will see a 1% tax levy increase. For Village and Town residents they will see a slight increase over last year’s rate.

**DEPARTMENTS & COMMITTEES**

**ATTORNEY– DWIGHT KANYUCK**

Attorney Dwight Kanyuck updated the Board that no progress has happened with the Horseshoe Solar application. The application is still not deemed complete. Attorney Dwight Kanyuck also updated the Board that the new proposed Regulations that came out in April of 2020 entitled The Accelerated Renewable Energy Growth and Community Benefit Act also known as the 94-c process . The 94-c process is intended to establish an expedited review process with uniform permit standards for New York State renewable energy projects in place of the procedures set forth in Article 10 process. Attorney Kanyuck stated that he will be doing a presentation at the upcoming training webinar on the new regulations.

**OPEN PUBLIC HEARING FOR 2021 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 that was published in the Livingston County News. Clerk Laurie Sattora stated that it was also posted on the Town website and posted on the Town Hall Board. Supervisor Pangrazio asked those in attendance and the Board Members if they had any questions on the Budget. No one present had any questions or concerns and no Board Member wanted to speak on the Budget at this time.

**DEPARTMENTS & COMMITTEES-cont’d**

**CODE ENFORCEMENT OFFICER – TOM PERKINS**

Tom Perkins updated the Board on the following:

* Livingston 4 Solar has completed the list of deficiencies, and Valley Sand & Gravel is working on it warehouse building.

**PLANNING BOARD-COUNCILWOMAN PAM RYCHLICKI**

Councilwoman Rychlicki was unable to attend the most recent Planning Board meeting, so Planning Board member John Pike was in attendance and updated the Town Board on the October meeting.

**TRAFFIC SAFETY – MARK SCHROEDER**

Highway Superintendent Mark Schroeder updated the Board on the most recent Traffic Safety meeting that was held .

**HIGHWAY DEPARTMENT – MARK SCHROEDER**

Highway Superintendent Mark Schroeder updated the Board on the work that the Highway Department has been working on this past month:

* The plows have all been installed on the trucks and the Highway Department has already had to salt the roads.
* The Highway Department worked for Livingston County in the Town of York.
* Helped the Village with leaf pickup.
* Finished mowing the roadsides for the season.
* Contacted the State and Livingston County Highway Department about the unsafe pipe at the end of Middle Road and Telephone Rd and that the pipe needs to be fixed and replaced.
* Recycle fees for electronics need to be reviewed and increased as of January. Highway Superintendent Mark Schroeder will create a spreadsheet for the Board to review.

**TOWN CLERK’S MONTHLY REPORT-OCTOBER 2020**

Town Clerk Laurie Sattora submitted her monthly report for the Board to review.

**LAURIE SATTORA – TOWN CLERK**

Town Clerk Laurie Sattora presented the Monthly Town Clerk’s Report to the Board for the month of October 2020.

**Town of Caledonia Town Clerk's Monthly Report October 01, 2020 - October 31, 2020**

Amount paid to: Town Supervisor -Local Shares Remitted $2,643.39

Amount paid to: NYS Ag. & Markets Animal Population Control Fund $48.00

Amount paid to: NYS Environmental Conservation $888.11

Amount paid to: State Health Dept. For Marriage Licenses $157.50

Total State, County & Local Revenues: $10,878.00

Total Non-Local Revenues: $3,737.00

**RESOLUTION 115-2020**

**APPROVAL OF TOWN CLERK’S MONTHLY REPORT**

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

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

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

**CLOSE PUBLIC HEARING – 2021 BUDGET 7:45 P.M.**

Supervisor Pangrazio asked if anyone from the public would like to speak on the Proposed Budget for 2021or if any Board Member would like to speak. No one present had any questions or concerns. Councilwoman Rychlicki and Councilman Rothrock commended Supervisor Pangrazio on the great job he did in completing the 2021 Budget. Supervisor Pangrazio closed the public hearing.

**OLD BUSINESS**

**2021 BUDGET**

Supervisor Pangrazio reviewed the following Budget Highlights for 2021:

* The 2021 Budget is under the cap. The Board passed the Tax Cap Override as a precautionary measure.
* The 2021 Budget drivers were an increase to healthcare costs, decreased revenues by $11,000 from NYS due to the pandemic, and other uncontrollable costs.
* The Budget for 2021 is conservative with a minimal impact on taxes.
* The Town continues to have no debt and the Town is still able to continue saving for future Equipment and for Building Improvements.

**NEW BUSINESS**

**RESOLUTION 116-2020**

**ADOPTION OF 2021 BUDGET**

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

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

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. A copy of the Adopted Budget shall be attached to the permanent record in the minute books.

**RESOLUTION 117-2020**

**LIQUOR LICENSE WAIVER -GUNSMOKE COUNTRY GRILL, INC.**

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

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

RESOLVED, that the Town Board has chosen to waive the 30-day notification for Lisa Murphy owner of GUNSMOKE COUNTRY GRILL INC. Town Clerk Laurie Sattora will send notification to Lisa Murphy.

**RESOLUTION 118 – 2020**

**2021 TAX COLLECTION-APPOINTMENT OF SETH GRAHAM**

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

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

RESOLVED, that Seth Graham be appointed as Tax Collector for 2021 due to the retirement of Tax Collector Laurie Sattora.

**RESOLUTION 119-2020**

**BUDGET TRANSFER**

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

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following Budget Transfer for software.

Debit A1010.400 (Town Board Contractual) $133.66

Credit A1410.400 (Clerk Contractual) $133.66

**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 120-2020**

**PAYMENT OF BILLS**

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

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

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

|  |  |
| --- | --- |
| GENERAL FUND A – Voucher # 293-301,303-309,311-321 | $ 41,274.02 |
| GENERAL FUND B – Voucher # 302,310 | $ 984.91 |
| HIGHWAY FUND DB – Voucher # 118-130 | $ 52,275.37 |
| GRAND TOTALS | $ 94,534.30 |

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

Respectfully Submitted,

Laurie Sattora

Town Clerk