

**Regular Monthly Meeting
Caledonia Town Board
April 14, 2022**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held April 14, 2022, 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.

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

ATTORNEYS: Dwight Kanyuck

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

ATTENDEES FROM SIGN-IN SHEET: Keith Stein, Kevin Keenan, Megan Kellen, Chris Leonard, Don Rath

RESOLUTION 61-2022

MARCH 10, 2022 MINUTES

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

OPEN FORUM

No one requested the privilege of the floor.

ANNOUNCEMENTS/COMMUNICATIONS

Supervisor Pangrazio reviewed the following communications with the Board:

- GLOW Solid Waste Annual Report for 2021
- Livingston County’s 2022 grant Application – Light Up Livingston Broadband
- 11 Cal-Mum students were selected for Livingston County’s Teen Recognition Awards
- Caledonia resident Dick Thomas was selected as the recipient of the 2022 EMC Earth Day Award.
- NYSAC handout on meeting the goals of New York State’s Climate Act
- A note to the Caledonia Town Board from Assessor Tami Snyder regarding assessment updates. Grievance Day is Tuesday, May 24th from 4-8 P.M.
- On May 12, 2022, at 5:30 P.M. County Administrator Ian Coyle will be at the Town Hall for “Conversations with the County”

DEPARTMENTS/COMMITTEES

CODE ENFORCEMENT OFFICER – TOM PERKINS

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

- Revoked 2 Certificates of Occupancy on James Doyle Drive. The bank has taken over the properties.
- Sent a violation notice to person operating an automotive business on Callan Rd
- The foundation for the warehouse on River Rd is complete.

PLANNING BOARD – PAM RYCHLICKI

Councilwoman Rychlicki updated the Board that she was unable to attend the Planning Board meeting this month, however, the board is still working with Dimension Solar on their project.

BUILDINGS/GROUNDS

DON RATH – HEADSTONE REPAIR

Don Rath spoke to the Board regarding headstone repair. Don doesn't have the help required to do the project but proposed helping to train the Highway employees to do the work. Highway Superintendent agreed to have the highway crew help with the project.

SUPERVISOR PANGRAZIO – PAINTING OF FAÇADE

Supervisor Pangrazio contacted three commercial painters to paint the façade of the building. Two of the three aren't taking any exterior projects at this time. Stafford Painters will follow up with a quote.

SUPERVISOR PANGRAZIO – OUTSIDE BASEMENT WALLS

Supervisor Pangrazio updated the Board that he plans to meet with Dave Steele about repairing the outside basement walls at the Town Hall.

HIGHWAY DEPARTMENT – MARK SCHROEDER

Highway Superintendent Mark Schroeder updated the Board on the projects that the Highway Department has been working on over the past month. They include:

- Received 3 quotes for the fire alarm system at the Town Barns.
- Finished helping the County with work in Livonia and Lima.
- The salt barn is full and ready for next winter.
- The crew removed the snow fences.
- Ordered the pile for the Quarry Rd culvert from Lane Enterprises.

TRAFFIC SAFETY – MARK SCHROEDER

Highway Superintendent Mark Schroeder updated the Board that he attended the Traffic Safety meeting. There were discussions on lowering the speed limit in Geneseo near the school.

TOWN CLERK'S MONTHLY REPORT – MARCH 2022

<u>Account#</u>	<u>Account Description</u>	<u>Fee Description</u>	<u>Qty</u>	<u>Local Share</u>
A1255	Conservation	Conservation	2	3.76
	MISCELLANEOUS	Marriage Certificate	4	40.00
			Sub-Total:	\$43.76
A1603	MISCELLANEOUS CASH	Death Certificates	12	120.00
			Sub-Total:	\$120.00
A2130	MISCELLANEOUS CASH	Landfill - \$10.00	187	1,870.00
			Sub-Total:	\$1,870.00
A2544	Dog Licensing	Female, Spayed	17	102.00
		Female, Unspayed	2	24.00
		Male, Neutered	16	96.00
		Male, Unneutered	2	24.00
		Replacement Tags	3	9.00
		Late Fee	Late Fee	2
			Sub-Total:	\$265.00
B2110	PLANNING/ZONING	Building Permits	3	114.00
			Sub-Total:	\$114.00
			Total Local Shares Remitted:	\$2,412.76
Amount paid to: NYS Ag. & Markets Animal Population Control Fund				45.00
Amount paid to: NYS Environmental Conservation				51.24
Total State, County & Local Revenues:		\$2,509.00	Total Non-Local Revenues:	\$96.24

RESOLUTION 62-2022

CLERK'S REPORT

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

OLD BUSINESS

DISCUSSION OF CAPITAL PROJECTS – SUPERVISOR PANGRAZIO

Supervisor Pangrazio updated the Board that he received a quote from Rochester Colonial to replace the two front doors and install handicap accessible push buttons.

2022 TAX COLLECTION REPORT – SETH GRAHAM

Tax Collector Seth Graham updated the Board that tax collection went great over the past three months and that he has reconciled with Livingston County.

TAX WARRANT FOR 2022	\$ 3,577,962.98
TOTAL SUPERVISOR'S RECEIPTS CHECK #1223 \$427,538.00 -A FUND (GENERAL) CHECK #1224 \$24,165.00 - B FUND (TOWN OUTSIDE) CHECK #1225 \$396,559.00 - DB HIGHWAY FUND (TOWN OUTSIDE) CHECK#1228 \$344,973.00- FIRE DISTRICT	\$ 1,193,235.00
TAXES COLLECTED BY TREASURER	\$ 462,472.78
ADVANCES MADE BY COLLECTOR TO TREASURER FEBRUARY 7, 2022 CHECK #1227 \$800,000.00 MARCH 1, 2022 CHECK #1230 \$500,000.00	\$ 1,300,000.00
TAX ROLL ADJUSTMENTS	\$ 784.32
RETURNED UNPAID TAXES	\$ 194,009.29
TOTAL UNPAID NOTICE PENALTIES (\$2 PER PARCEL) 67 TAX BILLS	\$ 124.00
CASH SETTLEMENT TO TREASURER - CHECK #1231 APRIL 7, 2022	\$ 427,337.59
INTEREST & PENALTIES TURNED OVER TO SUPERVISOR FOR 2022 TAX COLLECTION CHECK #1232 APRIL 8, 2022 TOWN OF CALEDONIA TAX ROLL RELEASE OF BOND RECEIVED FROM AMY DAVIES, LIVINGSTON COUNTY TREASURER NOT YET RECEIVED	\$ 3,401.10

NEW BUSINESS

RESOLUTION 63-2022

AMUSEMENT LICENSE – TRI-COUNTY RACING CLUB LIMEROCK SPEEDWAY 2022

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

RESOLVED, that the License for Tri-County Racing Club for Limerock Speedway be approved for the 2022 season. The racing club shall provide a copy of the Racing season schedule that will be on file with Code Enforcement Officer Tom Perkins.

DISCUSSION – SUPERVISOR’S CLERK FUNCTIONS

Supervisor Pangrazio met with three places to take over the accounting, bookkeeping and payroll and one place will do all of that. EFPR Solutions will charge \$15,570 annually.

RESOLUTION 64-2022

CONTRACT WITH EFPR SOLUTIONS FOR ACCOUNTING, BOOKKEEPING, PAYROLL, ETC...

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

RESOLVED, that the Town of Caledonia will use EFPR Solutions for \$15,570 for accounting, bookkeeping, and payroll services.

RESOLUTION 65-2022

NYS STANDARD WORKDAY RESOLUTION FOR RETIREMENT

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

RESOLVED, that the TOWN OF CALEDONIA hereby establishes the following 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. 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	Registration Number	Standard Work Day (Last 4 Digits)	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	01/01/22-12/31/23	N	13.28
Town Clerk	Seth Graham	XXXX	XXXXXX	6	01/01/22-12/31/23	N	21.33
Town Justice	Mark Riggi	XXXX	XXXXXX	6	01/01/22-12-31-25	N	4.09
Town Justice	Kyle MacKay	XXXX	XXXXXX	6	01/01/22 - 12/31/23	N	1.34
Appointed Officials							
Clerk to Supervisor	Kathryn Raymond	XXXX	XXXXXX	6	01/01/22-12/31/22	N	8.17
Court Clerk	Margaret Donegan	XXXX	XXXXXX	6	01/01/22-12/31/22	N	3.34
Highway Superintendent	Mark Schroeder	XXXX	XXXXXX	8	01/01/22-12/31/22	N	26.43
Assessor	Tami Snyder	XXXX	XXXXXX	6	10/01/19-09/30/25	N	14.00
Town Historian	Eileen Lafave-Bickford	XXXX	XXXXXX	6	01/01/22-12/31/22	N	3.12

RESOLUTION 66-2022

2022 TAX COLLECTION REPORT

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

RESOLVED, that the 2022 Tax Collection Report be accepted as presented.

RESOLUTION 67-2022

ACCEPT FIRE ALARM BID – VOLNEY MULTIPLEX

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

RESOLVED, that the Town accepts the bid for a fire alarm system at the Town Highway Barn for \$11,741.00.

RESOLUTION 68-2022

AUTHORIZATION TO SPEND ARPA FUNDS FOR FIRE ALARM

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

RESOLVED, that the Town will expend \$11,741.00 of ARPA money to pay for the new alarm system at the Town Barns.

RESOLUTION 69-2022

CULVERT PIPE – LANE ENTERPRISES

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

RESOLVED, that the Town accepts the bid for a culvert pipe for \$47,000.00.

RESOLUTION 70-2022

AUTHORIZATION TO SPEND ARPA FUNDS FOR CULVERT PIPE

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

RESOLVED, that the Town will expend \$47,000.00 of ARPA money to pay for a culvert pipe from Lane Enterprises.

RESOLUTION 71-2022

ROCHESTER COLONIAL – HANDICAP ACCESSIBLE DOORS

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

RESOLVED, that the Town accepts the bid for handicap accessible doors from Rochester Colonial for \$16,488.00.

RESOLUTION 72-2022

AUTHORIZATION TO SPEND ARPA FUNDS FOR HANDICAP ACCESSIBLE DOORS

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

RESOLVED, that the Town will expend \$16,488.00 of ARPA money to pay for handicap accessible doors for the Town Hall.

AUDIT OF ABSTRACT OF PAID VOUCHERS AND TRIAL BALANCES / MONTHLY SUPERVISOR’S REPORT

The Board audited the Abstract of paid Vouchers, trial balances and monthly supervisor’s report.

RESOLUTION 73-2022

PAYMENT OF BILLS

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

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

GENERAL FUND A	Voucher #'s 90-130	\$ 13,919.17
GENERAL FUND B	Voucher #'s 97, 106, 108, 112, 113, 117, 131	\$ 4029.24
HIGHWAY FUND DB	Voucher #'s 32-46	\$ 76,126.47
GRAND TOTALS		\$ 94,074.88

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

Respectfully Submitted,

Seth Graham
Town Clerk