

**Regular Monthly Meeting  
Caledonia Town Board  
January 9, 2025**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held January 9, 2025, 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.

**PRESENT:** Supervisor Dan Pangrazio  
Councilman Todd Bickford  
Councilwoman Pam Rychlicki  
Councilman Quentin Clark

**ABSENT:** Councilman Kevin Keenan, Town Clerk Seth Graham

**OTHERS:** Highway Superintendent Ron Beach

**ATTENDEES FROM SIGN-IN SHEET:** Joe Rychlicki

**RESOLUTION 35-2025**

**DECEMBER 12, 2024 MINUTES**

On motion of Councilman Clark seconded by Councilman Bickford the following resolution was ADOPTED – Aye – Pangrazio, Bickford, Rychlicki, Clark Nay – 0 Absent – Keenan  
RESOLVED, that the minutes of December 12, 2024 be approved as presented.

**RESOLUTION 36-2025**

**DECEMBER 30, 2024 MINUTES**

On motion of Councilman Bickford seconded by Councilman Clark the following resolution was ADOPTED – Aye – Pangrazio, Bickford, Rychlicki, Clark Nay – 0 Absent – Keenan  
RESOLVED, that the minutes of December 30, 2024 be approved as presented.

**RESOLUTION 37-2025**

**JANUARY 2, 2025 MINUTES**

On motion of Councilman Bickford seconded by Councilman Clark the following resolution was ADOPTED – Aye – Pangrazio, Bickford, Rychlicki, Clark Nay – 0 Absent – Keenan  
RESOLVED, that the minutes of January 2, 2025 be approved as presented.

**OPEN FORUM**

No one requested to speak at open forum.

**ANNOUNCEMENTS/COMMUNICATIONS**

Supervisor Pangrazio discussed the following communications with the Board:

- The Town Hall will be closed on January 20, 2025, in observance of Martin Luther King Jr. Day.
- New York State will require all municipalities to switch to a .gov website domain / email addresses by June.

## **DEPARTMENTS/COMMITTEES**

### **ATTORNEY – DWIGHT KANYUCK**

Attorney Kanyuck was not required for tonight's meeting and had no new report for the Board.

### **ZONING – TOM PERKINS**

Code Enforcement Officer Tom Perkins was not required for tonight's meeting and had no new report for the Board.

### **PLANNING BOARD – COUNCILWOMAN RYCHLICKI**

Councilwoman Rychlicki stated that there was no Planning Board meeting in the month of December.

### **BUILDINGS/GROUNDS – SUPERVISOR PANGRAZIO**

Supervisor Pangrazio had no new report on Buildings/Grounds.

### **HIGHWAY – HIGHWAY SUPERINTENDENT RON BEACH**

Highway Superintendent Ron Beach updated the Board on the following:

- The crew has been busy with plowing.
- The picnic table is in the shop being sanded down and is going to be stained.
- The last CHIPS payment came in.
- The new truck was in Syracuse and was going to be shipped to Oakfield for assembly. It probably won't be completed until October or November of 2025.
- The new mower has been ordered. We hope to have it by May.
- A new window was installed in Bay 1 of the shop.
- Material for recycling attendant building has arrived and was put in the recycle building for installation in the Spring.
- Hired Bill Middleton and Fred Harding to work the Transfer Station.
- Mini Excavator has been fixed.
- We are having 3 of the 4 hydraulic cylinders fixed on the forklift.
- Winter maintenance on the excavator and shoulder machine.
- Future Projects:
  - Winter maintenance on loader.
  - Tree trimming on Sand Hill Rd, River Rd and McCorkindale Rd.
  - Re-assembling the forklift.
  - Working on the Agreement to Spend.
- A discussion was had regarding Ron's expense account and will remain at \$2,000.
- Highway Superintendent Ron Beach shared the 2024 Transfer Station Report with the Board (next page)

**TOWN CLERK’S MONTHLY REPORT – DECEMBER 2024**

Due to Town Clerk Seth Graham’s absence, the Town Clerk’s Monthly Report will be presented at the next meeting on February 13, 2025.

**OLD BUSINESS**

**DISCUSSION – 2025 RULES & REGULATIONS**

Supervisor Pangrazio discussed a few changes to the Highway Rules & Regulations including adding a 7-mile radius when hiring for Highway positions for the Town as well as a change to the Highway holiday schedule.

**NEW BUSINESS**

**RESOLUTION 38-2025**

**2025 RULES & REGULATIONS – NON-HIGHWAY**

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

RESOLVED, that the Town Board approves the Rules & Regulations for Non-Highway Employees for 2025.

**RESOLUTION 39-2025**

**2025 RULES & REGULATIONS - HIGHWAY**

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

RESOLVED, that the Town Board approves the Rules & Regulations for Highway Employees for 2025.

**RESOLUTION 40-2025**

**FUND BALANCE POLICY FOR 2025**

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

RESOLVED, that the Town Board has reviewed its Fund Balance Policy and adopts the current policy which is on file in the Town Office.

**RESOLUTION 41-2025**

**2025 EMERGENCY POLICE PROTECTION AGREEMENT**

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

RESOLVED, that Supervisor Pangrazio is authorized to sign the 2025 Emergency Police Protection Agreement.

**RESOLUTION 42-2025**

**BUDGET TRANSFER**

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

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following Budget Transfer:

<i><b>Transfer From:</b></i>	AA.5132.400 – Garage Contr.	\$691.00
<i><b>Transfer To:</b></i>	AA.8160.400 – Refuse & Garb.	\$691.00

**RESOLUTION 43-2025**

**BUDGET TRANSFER**

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

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

RESOLVED, that Supervisor Pangrazio is authorized to make the following Budget Transfer:

<i><b>Transfer From:</b></i>	DB.9035.800 – Medicare	\$1,000.00
<i><b>Transfer To:</b></i>	DB.9030.800 – Machinery	\$1,000.00
	DB.5130.400 – Machinery	

**DISCUSSION**

**FIRE DISTRICT LIAISON BOARD**

The Town Board of the Town of Caledonia agreed to form a Fire District/Department Liaison Person. The Town Board already has liaison for Village meetings as well as Planning Board meetings and the Board feels it would be beneficial to also have a Fire District liaison. The Town Board Councilmembers will all take turns attending the meetings. Supervisor Pangrazio will make an ad-hoc assignment and put it on the list.

**RESOLUTION 44-2025**

**TRAFFIC SAFETY BOARD APPOINTMENTS**

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

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

RESOLVED, that Highway Superintendent Ron Beach and Deputy Highway Superintendent Kyle Sickles be appointed to the Traffic Safety Board.

**RESOLUTION 45-2025**

**PAYMENT OF BILLS**

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

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

<b>FUND</b>	<b>AMOUNT</b>
General A Fund	\$ 9,900.45
General B Fund	\$ 0.00
Highway DB Fund	\$ 6,399.61
<b>Total:</b>	<b>\$ 16,300.06</b>

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

Respectfully Submitted,

Councilwoman Rychlicki