

**Regular Monthly Meeting
Caledonia Town Board
November 13, 2025**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held on November 13, 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.

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

ABSENT: Councilman Quentin Clark

ATTORNEY: Dwight Kanyuck

OTHERS: Highway Superintendent Ron Beach

ATTENDEES FROM SIGN-IN SHEET: Faye Beshures, several students from the Caledonia-Mumford CSD Government Class, Matt Sluberski, Megan Crowe, Nate Cole, Kevin Ignaszak and Katie Nelson

RESOLUTION 115-2025

APPROVAL OF OCTOBER 9, 2025 MINUTES

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

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

RESOLVED, that the minutes of October 9, 2025, be approved as presented.

OPEN FORUM

DEBBIE DAVIS

Community member Debbie Davis announced a 250th Anniversary of America event that the American Legion is planning for Monday, May 25, 2026, immediately following the annual Memorial Day parade and honor ceremony. The event is completely free for residents of the Caledonia & Mumford communities and will include free food, a parade, petting zoo, bounce house, crafts and activities for kids, games, live music and many other fun things for people of all ages. Supervisor Pangrazio stated that he would be willing to donate to help fund the event in the new fiscal year. Many of our town's individuals will be part of the event in some capacity. Clerk Graham offered to help with any graphic design or marketing materials. Debbie Davis stated that anyone interested in being a part of the parade may reach out to her or Tim Kemnitz to discuss.

7:10 P.M. – OPEN PUBLIC HEARING FOR 2026 BUDGET

Supervisor Pangrazio declared the Public Hearing open at 7:10 P.M. and asked Town Clerk Seth Graham to read the Notice of Hearing for record that was published in the Livingston County news. Clerk Seth

Graham stated that it was also posted on the Town's website and posted on the Legal Notice board at the Caledonia Town Hall.

NOTICE IS HEREBY GIVEN, that the Town of Caledonia shall hold a hearing on the Preliminary Budget of the Town of Caledonia for the fiscal year beginning January 1, 2026, on November 13, 2025, at 7:10 P.M. at the Caledonia Town Hall, 3109 Main Street, Caledonia, New York. The Preliminary Budget for the fiscal year beginning January 1, 2026, has been completed and filed in the Office of the Town Clerk where it is available for inspection by any interested person at all during normal business hours. At such hearing, any person may be heard in favor or against the Preliminary Budget as compiled or for or against any item or items therein contained in the Budget. Pursuant to Section 108 of Town Law, the following are the proposed 2026 salaries of the Town of Caledonia Elected Officials:

<i>Town Supervisor</i>	<i>\$19,655.00</i>
<i>Town Clerk</i>	<i>\$44,000.00</i>
<i>Town Justice</i>	<i>\$12,600.00</i>
<i>Town Justice</i>	<i>\$10,286.00</i>
<i>Council Members (3)</i>	<i>\$ 5,300.00</i>
<i>Deputy Supervisor</i>	<i>\$ 5,500.00</i>

Dated: October 9, 2025

By Order of the Town Board

Supervisor Pangrazio asked those in attendance and Board Members if they had any questions or comments on the Budget for the 2026 fiscal year. No one present had any questions or comments on the Budget.

Supervisor Pangrazio stated that the Budget is fiscally sound and there were several uncontrollable costs that impacted the Budget including increases in State Retirement, Health Insurance, and Municipal Insurance.

MEGAN CROWE & NATHAN COLE – LIVINGSTON COUNTY PLANNING DEPARTMENT

Livingston County Planning Director Megan Crowe and Principal Community Development Specialist Nathan Cole presented to the Board about the Livingston County Brownfields Revitalization Program. A brownfield is defined as a former industrial or commercial site where future use is affected by real or perceived environmental contamination. Ms. Crowe explained that the Livingston County Brownfields

Revitalization Program provides funding and technical assistance to public and private entities to conduct environmental site assessments and develop plans and strategies for cleanup/reuse of brownfields throughout Livingston County. The U.S. Environmental Protection Agency (EPA) awarded a Brownfields Assessment Coalition Grant to Livingston County and its partners. Funds are available through September 2028 (or until funds are exhausted). The Livingston County Planning Department serves as the Program/Grant Administrator, with assistance from the Livingston County Economic Development, Livingston County Land Bank Corporation, and its consultant Montrose Environmental Solutions, Inc. Ms. Crowe stated that there are participation opportunities for the Town of Caledonia, along with the Village of Caledonia. These opportunities are open to local governments, community-based organizations, business/property owners, developers, residents and other stakeholders. These individuals or businesses have the ability to nominate priority sites to participate in the Program, and grant funding opportunities can include Phase I/II Environmental Site Assessments (ERAs), Cleanup Planning, Site-Specific Reuse Planning/Conceptual Design, and other technical studies associated with brownfields (subject to eligibility requirements). Mr. Cole presented a slideshow for the Town Board and those in attendance regarding how the program works. The objective of the program is to revitalize vacant and underutilized brownfields throughout Livingston County that will provide many benefits to the community, including environmental restoration, job creation, quality housing and enhanced community services, parks and recreational facilities. The mission of the program is to effectively utilize and leverage available funding to position priority brownfields for redevelopment.

7:25 P.M. – CLOSE PUBLIC HEARING – 2026 BUDGET

Supervisor Pangrazio asked if anyone from the public and/or Town Board members had any comments or questions on the 2026 Budget. No one present had any questions or concerns. Supervisor Pangrazio declared the Public Hearing closed.

BROWNFIELDS GRANT DISCUSSION CONTINUED

Councilman Todd Bickford asked how far the grant would take a specific applicant. Ms. Crowe stated that it would take them as far as the clean-up phase. Ms. Crowe and Mr. Cole stated that they attended a Village of Caledonia Board of Trustees meeting, and the Village Board was interested in potentially utilizing this for a few properties within the Village.

Ms. Crowe and Mr. Cole gave each Board member a copy of the presentation that was shared alongside an informational packet about the Brownfields Program.

The Board thanked Ms. Crowe, Mr. Cole and their constituents for presenting this opportunity to the Town of Caledonia.

ANNOUNCEMENTS/COMMUNICATIONS

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

- The Livingston County Planning Board Meeting Agenda for Thursday, November 13, 2025.
- The Dog Control Officer Inspection Report
- The Municipal Shelter Inspection Report

- A letter from Livingston County Economic Development regarding Crazy Birds Café, who received \$3,500.00 in funding for façade and sign work at 3133 Main St.
- A construction notice from Horseshoe Solar Energy regarding installation of 8-inch high-density polyethylene conduits beneath the Genesee River using directional drilling to house electrical collection lines for the proposed 180-megawatt Horseshoe Solar Energy Project.
- Supervisor Pangrazio handed out a thank you note from the Town of Caledonia's former IT technician, Seth Graham, thanking the board for hiring him and allowing him to take care of the Town of Caledonia's IT work over the past eleven years.
- Supervisor Pangrazio stated that he met with Local Government Support Services, the Town's accounting firm and is happy to report that the town is in great financial shape with their finances.

DEPARTMENTS/COMMITTEES

ATTORNEY – DWIGHT KANYUCK

Attorney Kanyuck updated the Board that Horseshoe Solar, operated by Invenergy, will begin directional drilling under the river to connect Caledonia to Rush. The cables will run approximately 2,000 ft.

Invenergy obtained a Floodplain Development Permit from the Town of Caledonia Planning Board.

Attorney Kanyuck also updated those in attendance that there have been changes made to the Proposed Local Law No. 2 for 2025, a Local Law to amend Chapter 130 of the Caledonia Town Code and to add new subsections to permit accessory uses in R-1 Residence and R-R Agricultural and Rural Residential Districts of an Accessory Dwelling Unit. After receiving some good feedback from the Livingston County Planning Board, Attorney Kanyuck made changes to the Proposed Local Law. The Local Law will be voted on during tonight's Board Meeting.

ZONING – CODE ENFORCEMENT OFFICER TOM PERKINS

Code Enforcement Officer Tom Perkins was not in attendance at tonight's meeting, however, in his absence, Supervisor Pangrazio read the Monthly Code Enforcement Report:

Permits Issued include:

- 516 Feeley Rd – Pole Barn
- 4350 Caledonia-Avon Rd – Cell Tower Changes
- 1216 Leicester Rd – In-Ground Swimming Pool

Closed permits include:

- 4294 Caledonia-Avon Rd – Sign
- 279 Barks Rd – Garage
- 854 Sand Hill Rd – Pole Barn
- 662 Sylvan Ct – Deck

Inspections include:

- 3337 Caledonia-Avon Rd – Dollar General
- 3356 Caledonia-Avon Rd – Tractor Supply

- 3404 Caledonia-Avon Rd – Gigglin’ Pig
- 3956 Caledonia-Avon Rd – Oak Knolls Manor

There were no violations during the month of November 2025.

PLANNING BOARD – COUNCILWOMAN RYCHLICKI

Councilwoman Rychlicki updated the Town Board on the latest Planning Board meeting:

- Kenneth Estes submitted an application for a minor subdivision, however, did not show up to the meeting so the application was not heard.
- The Caledonia Planning Board issued a Floodplain Permit to Invenergy for their Horseshoe Solar project.
- A Public Hearing has been set for Aaron’s Alley Dispensary which will be held on November 19, 2025, at 7:30 P.M. at the Caledonia Town Hall.
- John Garland and Don Whiteside attended the meeting to let the Planning Board know more about their plans to open a welding and fabrication business on Sand Hill Rd. The Town Board has referred Mr. Garland to the Planning Board for planning and approval. Once completed, Mr. Garland will be referred back to the Town Board and a public hearing will be held on the proposed Planned Development District (“PDD”).

BUILDINGS/GROUNDS – SUPERVISOR PANGRAZIO

Supervisor Pangrazio updated the Board that he has contacted Dan Snyder of Snyder Electric to fix the light in the alleyway. Town Clerk Seth Graham stated that he spoke to Dan Snyder on Tuesday and he will be coming within the next week or two to look at the light.

HIGHWAY DEPARTMENT – HIGHWAY SUPERINTENDENT RON BEACH

Highway Superintendent Ron Beach updated the Board on the following activities and projects that the crew have been working on:

- The new mowing tractor is expected to be completed as early as next week.
- The new truck is currently being assembled with plow gear from Tracey Road Equipment.
- Shoulders were installed on Quarry Road and River Road.
- General truck maintenance was completed.
- All trucks have been inspected; all plow gear is installed except on Truck #3.
- Hauled in the remaining portion of our 1,750-ton supply from Valley.
- All snow fences have been installed for the winter season.
- The crew assisted the Town of York with paving work last week.
- Delivered a load of tires for recycling.
- Rick Steen is in the process of reclaiming freon.
- Ordered a new shop window to replace the original in bays 5 and 6.
- All C.H.I.P.S. paperwork has been completed for the year.
- Truck #3 remains at Caledonia Diesel for repairs.
- Truck #7’s repairs were less severe than initially anticipated.

- Truck #1 is at Caledonia Garage for a check engine light; the purge valve and vent valve were replaced but the light would not clear.
- Received notice from Dolomite regarding a 7–10% price increase due to labor, electricity, and environmental compliance costs.
- The Caledonia-Mumford School District inquired about purchasing salt and is requesting a formal contract; Attorney Kanyuck will review.
- Zolandz delivered a contract allowing the Town to dump brush on River Road.
- A new gate has been installed at the recycle center near the scrap dumpster.
- A guard rail was damaged in an accident on McEwen Road; Superintendent Beach submitted an insurance claim.
- PESH conducted an inspection at the Town Highway Department; we are awaiting their report.
- MEO Mike Thompson continues his CDL classroom training, and MEO Damon Linzy is completing classroom work for his Class A CDL.
- The crew was out salting and plowing on Veterans Day.
- **Upcoming Projects:** Winter maintenance on equipment and installation of the new shop window.

CALEDONIA FIRE DISTRICT – COUNCILMAN KEENAN

Councilman Keenan attended the Caledonia Fire District’s meeting and budget hearing. There were residents in attendance concerned about the increases to the Caledonia Fire District’s budget. Councilman Keenan stated they did not offer much insight into the increases, other than they are putting a lot of money into reserves after their last Office of the State Comptroller audit. The Board of Commissioners could not answer many questions the residents had and treated the meeting as if the public comment was not important. The Board thanked Councilman Keenan for attending the meeting.

TOWN CLERK’S MONTHLY REPORT – OCTOBER 2025 – TOWN CLERK SETH GRAHAM

Town Clerk Seth Graham presented the Monthly Clerk’s Report for the month of October 2025:

Account#	Account Description	Fee Description	Qty	Local Share	
A1255	Conservation	Conservation	15	59.61	
	Marriage Lic.	MARRIAGE LICENSE FEE	1	17.50	
	MISCELLANEOUS	Marriage Certificate	3	30.00	
		Sub-Total:		\$107.11	
A1603	MISCELLANEOUS CASH	Death Certificates	10	100.00	
			Sub-Total:	\$100.00	
A2130	MISCELLANEOUS CASH	Landfill - \$10.00	233	2,330.00	
			Sub-Total:	\$2,330.00	
A2544	Dog Licensing	Female, Spayed	19	114.00	
		Female, Unspayed	1	12.00	
		Male, Neutered	15	90.00	
		Male, Unneutered	5	60.00	
		Late Fee	10	50.00	
		Sub-Total:	\$326.00		
B2110	PLANNING/ZONING	Building Permits	5	703.00	
			Sub-Total:	\$703.00	
Total Local Shares Remitted:				\$3,566.11	
Amount paid to:	NYS Ag. & Markets Animal Population Control Fund			52.00	
Amount paid to:	NYS Environmental Conservation			1,325.39	
Amount paid to:	State Health Dept. For Marriage Licenses			22.50	
Total State, County & Local Revenues:		\$4,966.00	Total Non-Local Revenues:		\$1,399.89

RESOLUTION 116-2025

TOWN CLERK'S MONTHLY REPORT – OCTOBER 2025

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

RESOLVED, that the Town Clerk's Monthly Report be approved as presented.

OLD BUSINESS

Supervisor Pangrazio had no discussion for Old Business this month.

NEW BUSINESS

RESOLUTION 117-2025

ADOPTION OF 2026 BUDGET

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

RESOLVED, that the 2026 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 Livingston County. A copy of the Adopted Budget shall be attached to the permanent record in the minute books and is also available for public view at the Caledonia Town Hall and on the Town's official website www.caledonianyny.gov.

RESOLUTION 118-2025

2026 INTERMUNCIPAL AGREEMENT WITH LIVINGSTON COUNTY

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

RESOLVED, that Supervisor Pangrazio is authorized to sign the Contract Extension for the Municipal Agreement with Livingston County for the use of County owned machinery, tools, equipment and service sharing for an additional year effective January 1, 2026 with a termination date on December 31, 2026.

RESOLUTION 119-2025

ADOPTION OF LOCAL LAW NO. 2 FOR 2025 – AMENDING CHAPTER 130 WITH REGARD TO ACCESSORY DWELLING UNITS

WHEREAS, the Town Board received a petition from Dean and Susie D'Agostino, residents of the Town at 2800 Caledonia Leroy Road, requesting a zoning change to allow the rental of their "in-law unit" as a rental unit in their R-1 zoning district; and

WHEREAS, currently the Town of Caledonia Zoning Code only permits single family dwellings in R-1 Residence and R-R Agricultural and Rural Residence zoning districts; and

WHEREAS, "in-law units" are also referred to as accessory dwelling units ("ADUs") where independent dwellings that are accessory to a primary dwelling unit are allowed in single-family residential districts to diversify housing while ensuring single-family residential zones maintain their character; to ease single-family homeowners' financial burden by allowing a means of rental income, to provide for the health, safety and welfare of the Town's residents and the occupants of accessory dwelling units; and

WHEREAS, the proposed Local Law No. 2 of 2025, annexed hereto as Exhibit A (the “Proposed Local Law”), amends Chapter 130 of the Town Code to permit and regulate ADUs in the R-1 and R-R Districts; and

WHEREAS, the Local Law has been on the desks of all Town Board members since October 13, 2025; and

WHEREAS, an Environmental Assessment Form (“EAF”) was prepared for the Local Law, which the Town Board has reviewed; and

WHEREAS, a full statement of the Local Law, including the EAF, was referred to the Livingston County Planning Board pursuant to General Municipal Law § 239-m which, at its meeting held on August 15, 2025, recommended approval of the Proposed Local Law and provided advisory comments, which have been incorporated into the Local Law; and

WHEREAS, a duly noticed public hearing on the Proposed Local Law was held on August 14, 2025 before the Town Board at the Town of Caledonia Town Hall and all persons desiring to speak were heard; and

NOW THEREFORE, IT IS RESOLVED, pursuant to 6 N.Y.C.R.R. §617.6(b)(3)(i), the Town shall serve as Lead Agency for the SEQRA review of the Action; and it is further

RESOLVED, that the Town Board accepts the EAF dated July 10, 2025; and

RESOLVED, that the proposed Action is a Type I action as defined by SEQRA, pursuant to 6 N.Y.C.R.R. §617.4(b)(2); and

RESOLVED, that the Town Board has considered the Local Law and its potential for environmental impacts; reviewed and considered the EAF, the criteria contained in 6 N.Y.C.R.R. §617.7(c), and other supporting information to identify the relevant areas of environmental concern; and thoroughly analyzed the identified relevant areas of environmental concern to determine if the Local Law may have a significant adverse impact on the environment, and finds that the Local Law would not have a significant impact on the environment, because:

1. The Local Law will change the Zoning Law to allow ADUs in the R-1 and R-R Districts with a permitting requirement to regulate the number of ADUs per lot, bedrooms, floor area, height, occupancy, lease term limitations, parking, and septic and water, and require an owner occupant resident at the premises .
2. A SEQRA review will be required for the issuance of individual ADU permits.
3. The Local Law would not result in any identified negative environmental impacts or induce other actions, and is consistent with the Master Plan of the Town.

IT IS FURTHER RESOLVED, that pursuant to the State Environmental Quality Review Act, a Negative Declaration shall be made and duly filed in the *Environmental Notice Bulletin*, and an environmental impact statement need not be prepared; and it is

FURTHER RESOLVED that, pursuant to Town Law § 264, a summary of the Proposed Local Law shall be published in the *Livingston County News* and the affidavit of such publication shall be filed with the Town Clerk.

FURTHER RESOLVED that, pursuant to the Municipal Home Rule Law, Proposed Local Law No. 2 of 2025 is hereby enacted, and shall be filed with the Secretary of State.

DATE: November 13, 2025

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

IT COMPANY SEARCH – SUPERVISOR PANGRAZIO

Supervisor Pangrazio stated that due to Seth Graham’s resignation as the Town of Caledonia’s IT Technician, he will be reaching out to other towns to see who they utilize for IT services. Seth Graham left a proposal from Integrated Systems along with his resignation.

RESOLUTION 120-2025

PAYMENT OF BILLS

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

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

FUND	AMOUNT
General Fund A	\$ 49,648.58
General Fund B	\$ 3,170.77
Highway Fund DB	\$ 52,539.26
Dimension Solar Escrow Fund	\$ 995.00
TOTAL:	\$ 106,353.61

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

Respectfully Submitted,

Seth Graham
Town Clerk