

**Regular Monthly Meeting
Caledonia Town Board
February 12, 2026**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held February 12, 2026, 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	Quentin Clark
	Councilman	Kevin Keenan
	Town Clerk	Seth Graham

OTHERS: Attorney Dwight Kanyuck

ATTENDEES FROM SIGN-IN SHEET: Todd Knobbe, Katya Samoteskul, Justin Solan, Ryan Callan, Justin VanCoughnett, Tom Stein, Ryan Bulter, Nate Cole, Angela Ellis

RESOLUTION 52-2026

JANUARY 8, 2026 MINUTES

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 the minutes of January 8, 2026 be approved as presented.

OPEN FORUM

DEPUTY RYAN BULTER – LIVINGSTON COUNTY SHERIFFS OFFICE

Deputy Ryan Butler provided the Board with an update on the Community Policing Unit. Deputy Butler, who previously appeared before the Board last year to present information on the Unit, shared recent activities and initiatives. He reported that the Livingston County Sheriff’s Office has assumed responsibility for Livingston County Dog Control, noting that the transition has been seamless. Deputy Butler also informed the Board that the Unit has launched a teen program for individuals ages 14–20 who are interested in law enforcement. The group meets monthly, excluding the summer months, and offers an early opportunity for participants to gain exposure to a potential career in law enforcement.

ANGELA ELLIS & NATE COLE – LIVINGSTON COUNTY PLANNING DEPARTMENT

Retired Deputy County Administrator Angela Ellis and Principal Community Development Specialist Nate Cole appeared before the Board to provide an overview of grant programs available through Livingston County.

Ms. Ellis reported that Livingston County has applied for a Local Government Efficiency (LGE) grant. She explained that in 2020 the County completed a Housing Needs Assessment and Market Analysis, which identified a broad range of housing products needed across the County’s 26 municipalities. As part of

this effort, the County conducted a Community and Partner Readiness Assessment, meeting with representatives from 23 of the 26 municipalities and 10 members of the development community to discuss local housing needs. Topics included property maintenance concerns and available assistance programs, as well as outdated land use regulations and their alignment with current development review practices.

The proposed program would involve a County-led study examining code enforcement approaches related to property maintenance and the development review process. Following the study, the County intends to develop model language to update property maintenance enforcement and modernize zoning regulations to better support development review. Municipalities may have the opportunity to collaborate with the County to implement these proposed updates as pilot programs. The LGE grant has not yet been awarded, and participation in the program is not confirmed at this time. The County has not received a timeline for the announcement of grant awards.

Mr. Cole provided additional information to the Board regarding another housing initiative currently underway. The Livingston County Vacant Rental Program (VRP) is a grant program funded by New York State Homes and Community Renewal and administered locally by the Livingston County Land Bank Corporation. The program provides financial assistance to property owners to rehabilitate vacant residential rental units and return them to productive use as affordable housing.

The Livingston County Land Bank Corporation has been awarded \$2.5 million in VRP funding. Grants are awarded on a per-unit basis, up to \$50,000 per unit for Standard Awards and up to \$75,000 per unit for Enhanced Awards. In exchange for assistance, participating property owners must commit to a 10-year regulatory period during which assisted units must be rented to income-eligible tenants at or below established rent limits. VRP funds are structured as 100 percent forgivable Deferred Payment Loans, with no interest or payments required provided all program requirements are met during the regulatory period.

Information regarding these grants, including application details for interested community members, will be posted on the Livingston County Land Bank Corporation website and the Livingston County website.

ANNOUNCEMENTS/COMMUNICATIONS

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

- Teen Recognition Nominations for Caledonia-Mumford were provided to the Board.
- A letter from Livingston County Economic Development regarding the Downtown Partnership Program was provided to the Board regarding the Town's 2026 contribution to the program.
- An email from Emily Meade, Library Director for the Caledonia Library Association, was distributed to the Board regarding the library's consideration of a Section 414 referendum for the November general election.
- The Livingston County Planning Board agenda and the prior month's minutes were distributed to the Board.
- An email regarding the dispensary on Caledonia-Avon Road was distributed to the Board.

- Code Enforcement Officer Tom Perkins is working on the Annual Report of Code Enforcement Activities for the Town of Caledonia for the 2025 calendar year.
- A letter from the New York State Department of State was provided to the Board regarding the Town of Caledonia's Smart Growth Comprehensive Plan Grant application. The Town's application was not selected for funding through the 2025 Consolidated Funding Application (CFA). Supervisor Pangrazio reported that a debriefing meeting was held and that the application will be strengthened and resubmitted for consideration in a future Consolidated Funding Application cycle.

DEPARTMENTS/COMMITTEES

ATTORNEY – DWIGHT KANYUCK

Attorney Dwight Kanyuck informed the Board that the Caledonia Library Association is considering pursuing a Section 414 referendum. A 414 referendum would allow the library to establish the funding it receives from the Town separate from the Town of Caledonia's annual budget process by holding a referendum on the library funding before voters at the November General Election. If approved by Town taxpayers, the library would have a separate line item on residents' tax bills and would establish its own requested annual budget amount. Any changes to the approved funding level would require an additional public referendum. Supervisor Pangrazio and Deputy Supervisor Todd Bickford will meet with library representatives to discuss concerns related to this matter.

JUSTIN VANCOUGHNETT – INVENERGY

Justin VanCoughnett, Senior Director of Invenergy, updated the Board that horizontal drilling began approximately three weeks ago. He reported that there was greater than anticipated groundwater encountered in a pocket under the river (approximately 50 gallons per foot of infiltration) but that the excess groundwater had been managed, allowed to re-infiltrate, and subsequent borings are being conducted at a different strata where excess groundwater has not been encountered. In response to a question from the Board regarding potential future groundwater issues, it was explained that all drilling areas will be properly sealed and that groundwater is not expected to continue discharging from the ground.

TODD KNOBBE – INVENERGY

Todd Knobbe, Project Manager for Invenergy, informed the Board that the New York State Department of Environmental Conservation and Department of Public Service (DPS) has been on site regularly to ensure all work is being performed in compliance with applicable requirements. He explained that dewatering processes are common for projects of this nature. Mr. Knobbe stated that the directional drilling is anticipated to be completed around mid-April and that work is occurring Monday through Saturday and would be conducted 24 hours per day under approval from DPS to avoid issues with frozen equipment. He further noted that the project is not expected to result in any long-term impacts.

ZONING – CODE ENFORCEMENT OFFICER TOM PERKINS

Code Enforcement Officer Tom Perkins was not in attendance for tonight’s meeting, however, provided the following report:

- Permits Issued:
 - 2577 LeRoy–Caledonia Road – Doorway alteration
 - 2460 Black Street – Cell tower modifications
 - 4 Alpine Lane – Re-roof
 - 905 Leicester Road – Shed
- Closed Permits:
 - 2577 LeRoy–Caledonia Road – Doorway alteration
 - 905 Leicester Road – Shed
- Violations/Inspections:
 - 2314 LeRoy–Caledonia Road – Violation notices issued
- Other:
 - Lime Rock Speedway will host an Easter Egg Hunt on April 4, 2026.
 - Code Enforcement Officer Tom Perkins attended the Annual Code Enforcement Conference in Buffalo from January 27–29.

PLANNING BOARD – ATTORNEY KANYUCK

Councilwoman Rychlicki was unable to attend the January Planning Board meeting; however, Attorney Kanyuck provided the Board with an update. He reported that the site plan for Aaron’s Alley Dispensary was approved by the Town of Caledonia Planning Board. Attorney Kanyuck noted that the Planning Board received email correspondence from a neighboring business requesting consideration of zoning changes that would restrict the operation of the approved use. He explained that the proposed zoning changes would be pre-empted by state law. It was further reported that Aaron’s Alley Dispensary will have 24-hour video surveillance both inside and outside the facility, the site plan approval included conditions enforcing the state-approved security and operations plans, and that approximately half of the space will be utilized as a shop/boutique.

Attorney Kanyuck also reported that Dean and Sue D’Agostino appeared before the Planning Board regarding their Accessory Dwelling Unit (ADU) application. The Planning Board requested additional information in order to fully consider the application and asked the applicants to return at the next meeting with the requested materials.

BUILDINGS/GROUNDS – SUPERVISOR PANGRAZIO

Supervisor Pangrazio had no new report on Buildings/Grounds for tonight’s meeting.

TRAFFIC SAFETY – HIGHWAY SUPERINTENDENT RON BEACH

Highway Superintendent Ron Beach was not in attendance; however, the following traffic safety updates were provided to the Board:

- The Traffic Safety Board discussed three cases in other local towns in which requests were denied by New York State.
- The Town of Caledonia’s request to reduce the speed limit on Middle Road was denied by the New York State Department of Transportation.
- A discussion was held regarding a proposed roundabout at the intersection of Route 36 and Perry Road, which is currently anticipated for construction in 2028.

HIGHWAY DEPARTMENT – HIGHWAY SUPERINTENDENT RON BEACH

Highway Superintendent Ron Beach provided copies of the Highway Department Report to the Board for the meeting.

- Snow plowing operations and truck repairs have been ongoing.
- The availability of two spare ten-wheel trucks has been beneficial throughout the winter season, as one or two trucks are frequently out of service for repairs.
- Truck issues have generally been minor; however, scheduling repairs has been challenging due to ongoing plowing demands.
- Truck #2 has returned to service following repairs at Caledonia Diesel.
- The loader and excavator were utilized to push back snowbanks.
- A delivery of approximately 150 tons of salt and one load of treated “Magic” was received, and all salt has been treated.
- Additional salt will be ordered as needed.
- The current salt supply in the salt barn is sufficient to last for the remainder of the winter season.
- All previously identified PESH violations have been corrected. The delay in follow-up was due to the inspector being out sick.
- Flashback arrestors have been purchased and installed on torches in accordance with NYMIR recommendations.
- Upcoming Projects include
 - completing outstanding truck repairs
 - beginning pothole repairs
 - performing annual maintenance on Trucks #9 and #12
 - beginning seasonal tree trimming.

TOWN CLERK’S MONTHLY REPORT – JANUARY 2026 – TOWN CLERK SETH GRAHAM

Town Clerk Seth Graham presented the Monthly Clerk’s Report for the month of January 2026.

<u>Account#</u>	<u>Account Description</u>	<u>Fee Description</u>	<u>Qty</u>	<u>Local Share</u>
A1255	Conservation	Conservation	2	1.66
	MISCELLANEOUS	Marriage Certificate	1	10.00
			Sub-Total:	\$11.66
A1603	MISCELLANEOUS CASH	Death Certificates	3	30.00
			Sub-Total:	\$30.00
A2130	MISCELLANEOUS CASH	Landfill - \$10.00	199	1,990.00
			Sub-Total:	\$1,990.00
A2544	Dog Licensing	Female, Spayed	19	114.00
		Female, Unspayed	1	12.00
		Male, Neutered	17	102.00
		Male, Unneutered	2	24.00
			Sub-Total:	\$252.00
B2110	PLANNING/ZONING	Building Permits	2	55.00
		Mobile Home Park	2	1,340.00
	Site Plan Review	Site Plan Review	1	150.00
			Sub-Total:	\$1,545.00
B2545	PLANNING/ZONING	Amusement License	1	100.00
			Sub-Total:	\$100.00
DB9060.800	MISCELLANEOUS CASH	Health Ins. Reimb - Highway	1	1,147.89
			Sub-Total:	\$1,147.89
			Total Local Shares Remitted:	\$5,076.55
Amount paid to: NYS Ag. & Markets Animal Population Control Fund				45.00
Amount paid to: NYS Environmental Conservation				28.34
Total State, County & Local Revenues:		\$5,149.89	Total Non-Local Revenues:	
			\$73.34	

Town Clerk/Tax Collector Seth Graham reported to the Board that his office experienced a very busy end to January, particularly during the final week, and that approximately 91 percent of the total warrant for the 2026 Town and County taxes was collected.

RESOLUTION 53-2026

TOWN CLERK’S MONTHLY REPORT – JANUARY 2026

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

RESOLVED, that the Monthly Clerk’s Report for the month of January 2026 be approved as presented.

OLD BUSINESS

DISCUSSION – RURAL CEMETERY

Supervisor Pangrazio discussed plans with the Board to clean up the cemetery in the spring in advance of the 250th anniversary celebration of the United States to be held in May. He also reported that the Town will purchase a new flag for the cemetery.

DISCUSSION – TOWN COURT AUDIT

Councilwoman Rychlicki updated the Board that she completed the annual audit of the Town Court on February 11, 2026. All records were in order and everything looked great.

DISCUSSION – TOWN CFO/CLERK/COLLECTOR AUDITS

Councilwoman Rychlicki informed the Board that she plans to begin the audits of the Town Clerk, Tax Collector, and Chief Fiscal Officer within the next few weeks.

DISCUSSION – INFORMATION TECHNOLOGY – SETH GRAHAM

Supervisor Pangrazio asked Town Clerk Seth Graham, who previously served as the Town’s IT support, to review recommendations provided by the Town’s new IT provider, Integrated Systems. Mr. Graham reported that Integrated Systems conducted an assessment of the Town’s network environment and found that, while the system was functioning well based on prior upgrades, advancements in technology have occurred since the last equipment update. He noted that the office has experienced ongoing printer connectivity issues over the past year.

Mr. Graham explained that the Town installed a mesh network approximately eight to nine years ago, which has since become outdated. He met with John O’Neil of Integrated Systems, who recommended investing in updated equipment to improve network stability and enhance security. While Mr. Graham stated that his technical knowledge is limited in this area, he indicated that the proposed upgrades could potentially resolve many of the existing connectivity issues.

Integrated Systems provided a proposal that includes installation of a SonicWall firewall, additional network drops to allow for direct Ethernet connections to printers, and reconfiguring printers to operate on static IP addresses. The estimated cost for these upgrades is approximately \$2,200, in addition to a monthly maintenance fee for the SonicWall service.

NEW BUSINESS

RESOLUTION 54-2026

2026 AGREEMENT TO SPEND HIGHWAY FUNDS

On motion of Councilman Bickford 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 sign the Agreement to Spend Highway Funds as prepared by the Highway Superintendent.

RESOLUTION 55-2026

2026 LIVINGSTON COUNTY DOWNTOWN PARTNERSHIP PROGRAM

On motion of Councilman Keenan 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 the 2026 Downtown Partnership Memorandum of Understanding.

RESOLUTION 56-2026

AMUSEMENT LICENSE – TRI-COUNTY RACING CLUB – LIMEROCK SPEEDWAY 2026

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

RESOLVED, that the License for the Tri-County Racing Club for Limerock Speedway be approved for the 2026 season.

RESOLUTION 57-2026

ACCEPTING THE 2025 JUSTICE COURT AUDIT

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 Town Board accepts Councilwoman Rychlicki’s audit report of the books of the Town of Caledonia Justices for the year 2025.

RESOLUTION 58-2026

ACCEPTING QUOTES FOR IT UPGRADES

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

RESOLVED, that the Town Board accepts the estimates for the IT equipment upgrades from Integrated Systems and that Supervisor Pangrazio is authorized to sign the quotes.

RESOLUTION 59-2026

BUDGET AMENDMENT

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 amendment:

FUND			
From:	DB.6990.000 – Appropriated Fund Balance Reserves	\$117,295.97	
To:	DB.5130.201 – Machinery & Capital Outlay		\$117,295.97

DISCUSSION – MEMORIAL PROCLAMATION HONORING MARY CATHERINE HAMILTON

Supervisor Pangrazio asked the Board whether they would be interested in adopting a memorial proclamation in honor of Mary Catherine Hamilton, who was actively involved in the community for many years. The Board agreed that she is deserving of a proclamation in recognition of her years of dedication to the Caledonia community.

RESOLUTION 60-2026

MEMORIAL RESOLUTION HONORING THE LIFE OF MARY CATHERINE HAMILTON

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

WHEREAS, the Town Board of the Town of Caledonia pauses in solemn respect to acknowledge the passing of Mary Catherine Hamilton, a lifelong resident, devoted public servant, educator, and cherished member of the Caledonia community; and

WHEREAS, Mary Catherine Hamilton passed away peacefully on January 6, 2026, at the age of 81, having been born on September 27, 1944; and

WHEREAS, Mary Catherine Hamilton exemplified a lifelong commitment to education, graduating as Salutatorian from Caledonia-Mumford Central School in 1962, and later returning to that same school as a teacher, shaping generations of students with knowledge, kindness, and dedication; and

WHEREAS, even beyond her formal teaching career, Mary Catherine Hamilton continued to give selflessly of her time by tutoring students until the age of 79, demonstrating an unwavering belief in the power of education and service to others; and

WHEREAS, Mary Catherine Hamilton devoted decades of her life to public service, serving the Village of Caledonia as a Village Trustee from 1976 to 1984, and later as Mayor, having been elected in 1990 and re-elected in 1994, serving honorably until 1998; and

WHEREAS, her dedication to thoughtful community planning continued through her service on the Village Planning Board from 2004 to 2014, where her insight, integrity, and deep love for the community guided important decisions for the future of Caledonia; and

WHEREAS, Mary Catherine Hamilton gave extraordinary service to local civic and historical organizations, including twenty-five years as Treasurer of the Big Springs Museum, ensuring the preservation of local history for generations to come; and

WHEREAS, she was a sixty-year member of the Ladies Auxiliary of the American Legion – Matthew Cleary Post 255, serving as Treasurer for twenty-five of those years, reflecting her enduring patriotism, loyalty, and commitment to veterans and their families; and

WHEREAS, beyond her many titles and accomplishments, Mary Catherine Hamilton was known affectionately throughout the community as “The Card Lady,” remembered for her thoughtful tradition of sending cards for birthdays, milestones, and moments both joyful and difficult—small gestures that carried immense kindness and made countless individuals feel remembered and valued; and

WHEREAS, her life was defined by service, generosity, humility, and an unwavering dedication to the people of Caledonia, leaving an indelible mark on the Town, the Village, and all who had the privilege of knowing her;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Caledonia hereby honors and commemorates the life of Mary Catherine Hamilton, recognizing her extraordinary contributions to education, public service, civic life, and community spirit; and

BE IT FURTHER RESOLVED, that the Town Board extends its deepest sympathy and heartfelt condolences to her family, friends, colleagues, former students, and all those whose lives were enriched by her kindness, leadership, and dedication; and

BE IT FURTHER RESOLVED, that a copy of this resolution be entered into the official minutes of the Town Board and forwarded to the family of Mary Catherine Hamilton as a lasting expression of gratitude and remembrance from a community forever better because of her life.

RESOLUTION 61-2026

PAYMENT OF BILLS

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 bills be paid in the following amounts:

Fund	Amount Expended
General Fund A	\$ 111,695.57
General Fund B	\$ 8,556.24
Highway Fund DB	\$ 67,093.82
SF Fire District	\$ 597,247.00
Total:	\$ 784,592.63

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