

Groton Village Board of Trustees Meeting

Monday, December 18, 2023

Board Members

Trustee Conger
Trustee Morey
Trustee Walpole
Mayor Neville
Trustee Holl - absent

Others in attendance:

Nancy Niswender - Clerk
Lt Troy Boice
Steve Teeter - Elec Supervisor
Chad Shurtleff - DPW Suprv.
Lee Shurtleff - County Legislator
Pat Albro - YAWS
Adam Poch - YAWS
Eric DeForrest - GFD Fire Chief
Skip Schell - Bldg. Mg.

7:00pm Mayor Neville welcomed everyone to the meeting.

Trustee Conger made a motion to approve the minutes of the November 20, 2023 Board Meeting, seconded by Trustee Walpole, carried.

Audit of claims and approval thereof.

Trustee Conger made a motion to approve the claims presented for review.
and to adjust the budget as follows:

A1410.12	Records Clerk - PS	6,000.00	
A1930.4	Judgements	15,733.34	
A1990.4	Contingency		21,733.34

The claims paid are covered by the following lists of abstracts of audited vouchers:

	<u>Abstract # 7</u>
GENERAL	245,734.61
WATER	10,868.51
SEWER	37,538.77
ELECTRIC	133,142.76
JOINT REC	4,834.51
CAPITAL	260,008.06

Seconded by Trustee Walpole, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter report was submitted (attached to the minutes)

Department of Public Works

Supervisor Shurtleff report submitted (attached to the minutes)

- New Building Water & Sewer parts - est. \$18,000
- TG Miller working on plans for the profile - working with Health Department.
- Continuing on with lead and copper service line inventory from every water service in the Village. Report due in October 2024.

- Mayor Neville asked if Cargill contacted us to see if we can take the salt we ordered. Supervisor Shurtleff - Not as of yet, if they do we would probably have to store what doesn't fit in the building outside and tarp it.
- Question on why a new cylinder on truck #46 had to be installed. Supervisor Shurtleff - Oil leaking.

Waste Water Treatment Plant

Pat Albro - Yaws Report

- Some high flows lately.
- Facility has been winterized.
- VFD - Down - 2 blowers being run on one at this time. EMA Life expectancy 6-13 years. They can be rebuilt, but must be done before they burn out.
- Noticed some additional flow from Old Chatham. Flow is white. Usually in the afternoon, sometimes around 5-6pm. Spoke with David they will be making 3 trips instead of 2.
- GHD is finishing up an industrial user review and we will need to come up with a permit. This will require some type of flow meter and some type of pretreating.

Police Department

Lt. Troy Boice Reported

- New Dodge engine needs to be replaced - it is under warranty. They will be down 1 car while it is being fixed.
- 1000 calls at this time. They are higher this year than last year at the end of November (about 30%) A lot more assists outside the Village and for other agencies.

Fire Department

Chief Eric DeForrest reported the following:

	<u>YTD</u>
Ambulance Calls	861
Fire Calls	196
	<hr/>
	<u>1057</u>

- A lot of out of district calls. Everyone stepping up to help fill positions.
- New EMT's finishing up testing. Another interior FF completed bootcamp in Cortland. A couple more working on their BEFO. Basic Exterior Firefighting Operations.
- Tree lighting on the 8th. Village did an amazing job getting the Blvd. ready.
- Dec 16th - Santa and food Drive. A lot of kids, not as much food as we hoped.
- GFD companies each sponsored a family for Christmas.

Joint Recreation

Trustee Conger reviewed the Joint Recreation report (attached to the minutes):

Groton Youth Commission

Trustee Conger reviewed the Youth Commission report (attached to the minutes):

- New Director Keith Davenport - see flyer.

Code Office

Ted Skibinski - Code Officer submitted his report attached to the minutes.

Presentation/Discussion Items

- Skip Schell reported on the new Building update - They are finishing up another project and hope to be onsite by the end of this week. Supv Teeter waiting for the transformer. Have all the other items to complete the electric. Presented at Town Board Meeting
- Comprehensive Plan - Meeting tomorrow at 4pm. Community surveys being collected for processing. Planning Board Chair brought in an article in the Tompkins Weekly about housing.

Action Items

- Review of Building Change Order #7, Fire Rated Coil up Door and counter, \$8,700. Trustee Walpole made a motion to approve change order #7 and the Fire Department will pay half , seconded by Trustee Conger, all in favor.
- Review of Village/Town Court Security Contract, Trustee Conger made a motion to approve the Village/Town Court Security Contract and have the Mayor sign, seconded by Trustee Morey, all in favor.
- Review of the Ithaca Area Development request for support. Clerk Niswender will gather more information and report next month.
- Lee Shurtleff reviewed the Tompkins County Shared Services Plan. Mayor Neville made a motion to approve the vote, seconded by Trustee Morey, all in favor, carried.
- Schedule Public Hearing for Local Law #1 to override the tax cap for the January 16, 2024 meeting at 7:30pm.

8:12pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Electric Department Report

December 11, 2023

Work Completed

- Safety school in Endicott
- Put up Christmas decorations in Groton, Freeville, and Dryden
- Set up computer with Irby for ordering stock
- Replaced bad crimp on service on Railroad Ave.
- Replaced bad streetlights
- Replaced springs on the back of the chipper truck
- Read meters
- Replaced cutting edge on E1's plow
- Repaired security lights
- Reattached meter box at 119 Church St. (siding house)
- Cut down trees & chipped brush
- PERMA training
- UDIG NY mark outs
- Meeting with meter tester salesman
- Set up & decorated tree for Santa on the Blvd.



Village of Groton

143 E Cortland Street, PO Box 100 ♦ Groton, NY 13073

Phone: 607-898-3966 ♦ Fax No. 607-898-4177

TDD: New York State Relay 1-800-662-1220

e-mail: customerservice@grotonny.org

Mayor	Christopher J. Neville
Trustees.....	Elizabeth T. Conger
	Michael G. Holl
	Jean E. Morey
	Terrance E. Walpole
Clerk-Treasurer/Administrator.....	Nancy Niswender
Dept. of Public Works Supv.....	Chad M. Shurtleff
Electric Utility Supv.....	Stephen E. Teeter
Police OIC	Lt. Troy Boice
Code Enforcement Officer	Ted Skibinski
Director of Recreation.....	Becky Koenig

Department of Public Works November 17 – December 18, 2023

Completed Work/Projects:

- Salt & plow as needed
- Finish leaf pickup
- Haul in gravel for stockpile
- Clean & prepare trucks for plowing
- Assist with Christmas decorations
- Sweep streets after leaf pickup
- Repair hydraulic problem with the tractor
- Clean roofs & gutters on all buildings
- Install new front tires on the service truck
- Repair broken plumbing on the filter plant
- Repair broken chemical lines at the sewer plant
- New tires installed on the skid steer loader
- Install a new lift cylinder on #46 dump truck

Schedule of Work

- Replace street signs as needed
- Fire hydrant maintenance
- Sewer & water service to new building

Village of Groton

Fuel Usage Report in Gallons

Dates: 12/18/2023

	Unleaded	Diesel
DPW	102	258
Electric	82	33
Fire	80	156
Police	254	

Groton Joint Recreation Committee
December 5, 2023

Scott Weeks called the meeting to order at: 6:02pm

Present were:

Rec Director Becky Koenig
Scott Weeks
Jennifer Foote-Dean
Elizabeth Conger
Angela Conger

Absent

Crystal Young
Leon Brockway

The minutes were reviewed from the November 4th meeting.

Motion made to approve the minutes by: Elizabeth Conger

2nd by: Jennifer Foote-Dean
carried.

The financials from November were not yet available

Motion made to approve the financials by:

2nd by: N/A
carried. N/A

Recreation Director Report

See Director Becky Koenig's Report attached

Updates to report:

Winter Planning

Youth Wrestling was looking to host two Sunday tournaments in January and February, the school has said that they do not usually do Sundays as they would need a custodian to work and they can't require them to. Recreation Director Becky Koenig will see about changing it to a Saturday as they have to know by 12/06/2023.

Discussion/Action Items

Scott Weeks said that Youth coaches have been a bit frustrated when their practices get bumped and are going to him to vent. It was suggested to discuss with the coaches that Joint Rec doesn't have any control over the school bumping them, that there is a order of priority. It was also

- discussed that they don't know what to do with the kids while they are unable to be in the gyms. It was suggested to have coaches try drills or an activity in the hallways, or to go in and watch the games that are happening. Recreation Director Becky Koenig will send emails to coaches and check in on how practice is going and how she can support them.

Recreation Director Becky Koenig asked about offering coaches either a discount or free registration for their kids that are on the team as a small way to say thank you. Scott Weeks

- suggested to add a small amount to current fees to help offset costs. Jennifer Foote-Dean suggested that if we agree to do this we wait and do it next season. The amount for this year would have been \$480.

- Groton Youth Services has a new Program Manager Keith Davenport. Elizabeth Conger said that he would start programming in January.

Open Discussion:

None

Motion to adjourn: 7:21pm

made by: Scott Weeks

2nd by: Elizabeth Conger

Next meeting

January 2,2024

Submitted by:

Angela Conger

Village of Groton

Deputy Treasurer



Groton Joint Recreation Committee
Becky Koenig- Director Report
December 2023

Winter Planning

- Yoga- (Tues/Thurs 6:30-7:30p classes)- Charging \$40 registration for 6 week/12 class session. 10 participants. (1 waiting list)
- POUND and Kickboxing classes (Mon/Wed 5:15-6:15p) \$10 per 3week/3 class session. (5 in each class) Offering \$5 drop in fee.
- Adult Co-rec Basketball- Avg 10-15 participants per night. Mondays 7-8:30p
- Youth Basketball
 - Combined 3/4th grade
 - Need to limit teams to 12 players in the future (15 on boys 6th)
- K-2 Skills Clinic- Jan 6th-Feb 10th Saturdays 9-11:15a. Need Kindergarten coach.
- Wrestling season has started-37 players registered.
 - Requested Home Tournaments Jan 21st & Feb 25th- Approved for Sat Feb 3rd
- Adult Co-Rec Volleyball will start Jan 29th Monday nights 7-8:30p

Other Planning

- Senior Programming- Need to connect with Patty Miller
- 1st Day Hike planning is complete. Monday Jan 1st at noon.
- Cabin Fever- Saturday March 2nd 12-4pm Emailed 45+ groups/organizations inviting to the event. The focus is providing hands on activities and/or learning opportunities.
 - Johnson Museum, Cornell Lab of Ornithology, Groton Project, Sweets & Treats 4-H, Groton Youth Services.
- Cross Country Skiing Equipment.
 - Possibly getting equipment from Elementary School PE.
- Fr. Gagnier is willing to discuss the use of the church fields. Working to set up a meeting with all decision makers. Trying for a Jan meeting.
- Requested financial reports from all youth sports teams.
- MyRec software meetings have started. Main focus right now is information gathering and site creation. Next phase will be training. Should be running by the first of February.

Grants:

- | | |
|---------------------------------|-------------------|
| • Summer Concert Grant: | Submitted Request |
| • Community Celebrations Grant: | AWARD \$1,200 |
| • Community Foundation: | AWARD \$3,500 |
| • United Way: | AWARD \$1,500 |

Professional Development

- Water Safety Instructor certification (\$550)- Will schedule for spring.

Program Manager
Keith Davenport

Cornell Cooperative Extension Coordinator
Shelley Lester
Athena Steinkraus, Asst. Coordinator

Tompkins County Youth Services
Kate Shanks-Booth
Rick Alvord

Youth Representative
Ellie Dykeman
Maddie Perkins

Groton Youth Commission

143 Cortland St, Groton, NY 13073

Chair
Glenn E. Morey

Vice Chair
Elizabeth T. Conger

Board Members
Kayla Esparza
Pegi Ficken
Brian Klumpp
Sara Knobel
Kristin Prugh

Meeting Minutes December 6, 2023

The December 6th meeting of the Groton Youth Commission was called to order by chairman Glenn Morey at 7:04PM. Members present were Elizabeth Conger vice chairman, Kristin Prugh, Kayla Esparza, Sara Knobel, Co-op Extension Coordinator Shelley Lester, Rural Youth Services Rep Richard Alvord, and our NEW Program Manager Keith Davenport. Youth Rep Ellie Dykeman and Maddie Perkins were excused (it is basketball season).

Secretary's Minutes:

Minutes for November 1, 2023 were accepted on a motion by Kayla, seconded by Kritin and carried.

Report: Shelley Lester: The CCE rural program managers are all in place, 8 managers. New CCE director is being hired.

Report: Rick Alvord: Quiet time for the Rural Youth office. There was a workshop on Vaping concerns on Dec. 12.

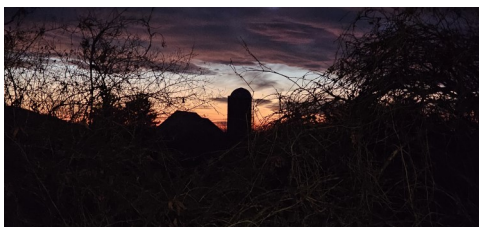
New Business: Andrew Busch, summer camp director is new Dad! A gift is being sent to him, wife Emma and baby Cade.

Meeting adjourned at 7:36 PM

Next meeting is January 3, 2024 @ 7:00PM

Submitted by
Elizabeth Conger
Vice Chair

Groton Youth Services Nov 2023 Monthly Report



Picture Taken at Dryden Program

Keith's Autobiography

So I was asked to tell a few things about myself that will allow you to get to know me. As a camp guy I have worked in camps/ childcare since 2013 & Aquatics since 2007. My favorite camp game is mission impossible maze & favorite camp song is "What Can Make a Hippopotamus Smile." This program means a lot personally cause throughout school I was a 4-Her from Clover bud to graduation. When obtaining my Biological & Chemical Science Bachelors Degree at Wells College I taught many science merit badges to youth as an internship. Fun fact in 2017 I was a Division III college swimming champion for Wells. I have years of management & childcare skills through multiple organizations including the YMCA, Saint Andrew's Camp, Boy Scouts & BASCOL. I am laidback but can switch into first responder mode in an instant as needed. I am really excited to start working with everyone & check in for programming, soon to be started.

Training & Visiting Rural Youth Services

- The first couple week I completed all of the mandatory trainings and onboarding.
- We reorganized the office and equipment which was perfect so I know exactly what resources we have at the office and right where they are at.
- Since Nov 16 I have been visiting many Rural Youth Services. It has been awesome to see what the Rural Youth Services Team has been directing and the vast programming we are allowed to teach.
- After meeting Monica Dykeman, Becky Koenig, I then started to develop more in depth ideas for programming.

Cooking Around the World

Tentative Wednesdays, 3:00pm-5:00pm, Jan —Feb

Grades: Middle Schoolers

Total Sessions to date: 0, Sessions Remaining: 6, Life Skills: Teamwork & Healthy Lifestyle Choices

This session would be introducing different cultures through various dishes from around the world. It is an awesome opportunity to learn basic to intermediate cooking skills in a team setting.

Keith E. Davenport, Groton Program Manager

kd528@Cornell.edu

(315) 283-5476

Cornell Cooperative Extension | Tompkins County

Timber Treasures Woodcrafts

Tentative Thursdays, 3:00pm-5:00pm, Jan —Feb Grades: Middle Schoolers

Total Sessions to date: 0, Sessions Remaining: 6, Life Skills: Self-discipline & Critical Thinking

This session will teach woodworking skills using hand tools. The students will start with easier projects like a laptop tray and bathroom stools. Part of this is designing and making products that will be useful and last decades for the students & their family. Then moving on to harder projects like mailboxes. As ability of the students increase they will learn how to use different tools. Over time we can add more projects including animal communities like bee boxes, bat boxes, squirrel picnic tables, bird houses & feeders.

The Pathfinders (Adventure Club)

Tentative Mondays, 3:00pm-5:00pm, Jan —Feb Grades: Elementary Schoolers (3-5)

Total Sessions to date: 0 , Sessions Remaining: 6, Life Skills: Planning/ Organizing & Self-Motivation

-This would be broken up into sections like, understanding weather & planning ahead, birding & animal tracking, how to build a wilderness shelter. There also would be many fun activities like basic cooking on fire, cross country skiing, and many games. This will require kids to be dressed for the weather as winter will be here when starting in Jan ending in Feb. There will be a back up activities for if it is too bad out.

Atoms Family

Tentative Tuesday, 3:00pm-5:00pm, Jan —Feb Grades: Elementary Schoolers

Total Sessions to date: 0 , Sessions Remaining: 6, Life Skills: Service Learning & Responsible Citizenship

This will be a stem club with different projects we will building a paper robot hand, floating an action hero, rubber band car/ hydro gravity car, ice cream in a bag, grow your own geodes & homemade lava lamp and more. The goal is to start something basic and each session advance from there.

Back Up Ideas: Knights of Honor (Chess Club) or Charmed Champions (Magic The Gathering)

Tentative any day 3:00pm-5:00pm, Jan —Feb Grades: Any

Total Sessions to date: 0 , Sessions Remaining: 6, Life Skills: Learning to learn & Conflict Resolution

Either game club is great for kids it allows them to develop skills like how to learn on there own. Both creates a culture of how to play games with conflict and regulate emotions in a positive way. MTG and chess both teach critical thinking and if you play multiplayer in either game it teaches culture & conflict resolution.



4-H GROWS HERE