

Groton Village Board of Trustees Meeting

Monday, September 25, 2023

Board Members

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

Others in attendance:

Nancy Niswender - Clerk
Steve Teeter - Elec Supervisor
Chad Shurtleff - DPW Suprv.
Mike Albro - YAWS
Rick Neville
Ted Skibinski - Code Officer
Don Richards - CCC
Tim Alger - CCC
Shad Cook - Halco (via zoom)
Lee Shurtleff - County Rep
Eric DeForrest - GFD Fire Chief

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

Trustee Walpole made a motion to approve the minutes of the August 21, 2023 Board Meeting Minutes, seconded by Trustee Conger, 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:

JO-9040-08	251.00	
JO-9089-08		251.00

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

	<u>Abstract #4</u>
GENERAL	236,083.12
WATER	17,952.26
SEWER	48,029.72
ELECTRIC	122,042.55
JOINT REC	1,913.30
CAPITAL	315,635.00

Seconded by Trustee Walpole, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter report was submitted (attached to the minutes)

- Apprenticeship program changing up next year. It will be all computerized.
- Jack Breed, apprentice, completed out the 3rd year of apprenticeship ahead of time.
- Temporary pole hooked up on the new building site.

Department of Public Works

Supervisor Shurtleff report submitted (attached to the minutes)

- Clark Street paving completed with new ditch lines.
- Quote received from TG Miller for Railroad Ave.
- Nages concrete wall is falling into the creek. DPW would need to rent equipment in order to fix.

Waste Water Treatment Plant

Mike Albro - Yaws Report

- The annual inspection of the blowers showed that one of the blowers was going bad. The estimate is \$11,214.
- We have the influent pumps being replaced. The first one is done, the second one is being started. The shut off valves are not shutting properly and will need to be looked at in the future.
- GHD is working on the dewatering evaluation so that we can apply for the emergency loan. The evaluation on the pretreatment for Old Chatham should be in soon.
- Chemical line issue at the plant, that was cracked and was replaced. This should help to reduce the use of Slack Plus now that it is working.
- Getting ready for winter, installing insulation. setting up peroxide use outside. Hope to discontinue use soon once approved by DEC.
- Sludge removal is going well, skid steer down so a couple loads to go to get caught up.

Fire Department

Chief Eric DeForrest reported the following:

- Olde Home Days went really well. It was noted that the parade & food were good.
- EMS Billing going well. No negative feedback. Waiting on Medicaid and Medicare numbers. Hopefully by December things should be going well.
- School and preschool safety presentation dates being set up.

Code Enforcement

Ted Skibinski reviewed his report submitted (attached to the minutes)

Presentation & Discussion Items

Review and Discussion of the New Building Project

- Shad Cook from Halco: Geothermal installation is not recommended due to the condition of the soil. An estimated additional cost of \$110,000- \$150,000 additional to even consider. The next choice for a non fossil fuel choice - Electric Air source Heat Pump system and electric boiler system for in floor heat for the Fire Department Bays.

Trustee Walpole requested Supervisor Shurtleff to see what the opportunity would be to run a natural gas line to the building for possible use for a back up heating system and/or a future generator.

Discussion of the siding color and materials. The consensus is to go with the Arlington Brick, Old Town Gray.

- NY Forward Grant Update -Public Meeting went well - many showed up to share thoughts and ask questions. Thank you to Benn Conger Inn for hosting.

One of the Municipal projects is a multi-use water trail along Conger Blvd and the consideration to change the Main Street Public parking area to a Main Street Park area. In addition would be to change the lot of the existing Fire Department building into a public parking, event location and a walkway to the park and downtown is being presented. Many proposed projects have been submitted and many letters of recommendation have been received. The Grant is due this week.

Groton Youth Commission

Trustee Conger reported

Will be interviewing Youth Manager Next Week.

Action Items

- Trustee Conger made a motion to change the type of heating to the Heat Pump option as presented in the bid packets, seconded by Trustee Walpole, all in favor, carried.
- Trustee Conger made a motion to adopt a "Resolution to Commemorate Our Hometown Electric Utility and Its Tradition of Service" designating October 1st- 7th as Public Power Week, seconded by Trustee Morey, all in favor, carried.
- Trustee Walpole made a motion adopt a resolution designating the Village Office as the one polling place for the Village Elections on Tuesday, March 19, 2024 to approve , seconded by Trustee Conger, all in favor, carried.
- The new slate of members for the Groton Housing Authority was reviewed. Mayor Neville approved appointment of the attached list.
- Trustee Conger made a motion to approve the inclusion of the Roth Election to the NYS Deferred Compensation program seconded by Trustee Morey, all in favor, carried.
- Trustee Conger made a motion to adopt a Resolution subject to Permissive referendum to transfer up to \$17,000 from WWTP Repair Reserves account for Equipment repairs, seconded by Trustee Walpole, all in favor, carried.
- Trustee Walpole made a motion to accept the quote from TG Miller for a max of \$14,000 to engineer Railroad Ave., seconded by Trustee Morey, all in favor.
- Trustee Conger made a motion to transfer building funds to a flexible CD for \$3,000,000 at a rate of 4.75 at the FNBG, seconded by Trustee Morey, all in favor.

9:00pm Trustee Conger made a motion to move into executive session to discuss Village Business concerning a specific employee. Seconded by Trustee Walpole, all in favor.

9:03pm Trustee Walpole made a motion to move out of executive session, seconded by Trustee Morey, all in favor, carried.

- Trustee Conger made a motion to approve a \$1/hr rate increase for Billy Jack Breed for completing his 3rd year of Apprentice, seconded by Trustee Morey, all in favor.

9:04pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Electric Department Report

September 11, 2023

Work Completed

- Put up signs, services and outlets for Old Home Days
- Turn on 206 ½ Williams St.
- Unscrewed meter box & rubberized up service for siding contractor at 158 Cayuga St.
- Replaced bearing in auger for the sewer plant
- Safety school in Endicott
- Serviced truck & chipper
- Replaced bad transformer leads on pole 1-4 Main St.
- Changed out streetlights
- UDIG NY mark outs
- Took recycling from the office to Ithaca
- Non pays shut off 116 E. South St.
- Chipped brush
- Repaired cords to plug in ambulance's
- Repaired meter pedestal in the trailer park
- Took down tree on Church St.
- Read meters
- Remove pavilion on Main Street
- Brush hogged highline
- Removed flags from Main Street



Village of Groton

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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 August 21 – September 25, 2023

Completed Work/Projects:

- Mowing and trimming
- Help setup for Old Home Days
- Check ambulance batteries & repair outlet lines at Fire Dept.
- Disassemble and move the Main St. pavilion
- Replace two sidewalk blocks on Clark St.
- Topsoil areas of recent digging projects
- Clean out and grade 100' ditch line on Beechwood
- Complete street milling on Clark St.
- 2 days of clean up from milling
- Completed paving on Clark St.
- Locate manholes and piping on Railroad Ave.
- Assist Town of Groton with paving
- Grade & topsoil road edges on Clark St.

Schedule of Work

- Close and winterize park & pool
- Begin road reconstruction on Railroad Ave.
- Repair storm water pipe on S. Main St.

Village of Groton

Fuel Usage Report in Gallons

Dates: 09/25/2023

	Unleaded	Diesel
DPW	286	433
Electric	92	0
Fire	177	79
Police	375	

Board Meeting – Monday, September 25, 2023

Ted Skibinski, Interim Code Officer

Reporting and Accomplishments:

1. Life Safety Inspections –
 - a. LSI 2023 Spreadsheet and Process Document in development
2. Code letters sent in September – 0
3. Legacy and Current Building Permits Closed in August – 5
4. New Permits in August - 8
5. Active Building Permits – 26
6. Legacy Building Permits – 14
7. NYS CEO Certification Training Completed – 6 of 6 online classes completed.