

Groton Village Board of Trustees Meeting

Monday, April 18, 2022

7:00pm

7:00pm

Mayor Neville welcomed everyone to the meeting.

Board Members

Trustee Conger
Trustee Morey
Trustee Walpole - via zoom
Mayor Neville
Trustee Holl

Others in attendance:

Nancy Niswender - Clerk
Chad Shurtleff - DPW Suprv.
Steve Teeter - Elec Suprv.
Matt Whittaker - Code Officer
Lt. Troy Boice
Eric DeForrest - Fire Chief
Lee Shurtleff

Trustee Conger made a motion to approve the minutes of the Board Meeting Minutes, seconded by Trustee Holl, 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:

General Fund

A5110.4	Streets	2,260.00	A1990.4	Contingency	8,593.80
A5142.4	Snow Removal	2,260.00	A1325.1	Clerk/Treas PS	1,324.57
A1990.4	Contingency	2,120.00	A1410.1	Treas. PS	633.47
A1325.4	Treas. Cont.	500.00	A1410.11	D. Clerk/Treas PS	1,386.31
A1410.4	Clerk/Treas Cont.	700.00	A1410.12	Rec Clerk/Treas PS	1,783.80
A1620.42	Buildings Heat P&F	500.00	A5110.1	Streets PS	3,465.65
A7140.43	Parks - Grants	420.00			

Water Fund

F8320.4	Water Supply Cont.	1,000.00
F8330.4	Treatment Cont.	1,000.00

Sewer Fund

G1990.4	Contingency	2,000.00
G8110.4	Sewer Admin.	2,000.00

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

Abstract #

GENERAL	35,444.66
WATER	5,827.23
SEWER	42,773.76
ELECTRIC	133,187.08
JOINT REC	1,033.60

Seconded by Trustee Morey, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter reviewed his report submitted (attached to the minutes)

- There will be a meeting this Thursday at Ross Field with Electric.
- 4/26 - Jack Starts his 2nd year of Apprentice Training
- 5/2 - 5/6 Spring Brush
- 5/10 Carson Starts his 1st year apprentice.

Department of Public Works

Supervisor Shurtleff reviewed his report submitted (attached to the minutes)

- 214 has been stoned in & Framed
- Rick Uhl is beginning the work up on Eastwood Meadows property. Brian Klumpp has been up & surveyed. Let them know we don't have final approval from our engineers yet. Current resident stopped in and was not notified of project schedule. He discussed his concerns.

Waste Water Treatment Plant

Trustee Walpole Reported:

- Supervisor Shurtleff helped work on influent pump.
- Working on Chemical pump that goes to his press unit. Have a borrowed one and will need to purchase a new one.

Police Department

Lt. Troy Boice Reported

- Range Qualification - May 16-18 & CPR First Aid Training
- Tuesday, April 26th scheduled meeting with School to revisit SRO program. Met with principal to get this going.

Fire Department

Chief Eric DeForrest reported:

YTD

Ambulance Calls	253
Fire Calls	63

- Easter Egg hunt last weekend Went very well.
- NYS Recruitment Weekend - Chicken BBQ, Bun Appetit will be helping with sides. Big banner to hang up for recruitment.
- New Fire Applicants submitted for approval.
Nate Forham - Hooks - Asst Chief / Member in McLean
Matthew Hubble - Conger - New resident

Trustee Holl made a motion to approve applications upon review, seconded by Trustee Conger all in favor, carried.

Code Enforcement

Officer Whittaker reviewed his report submitted (attached to the minutes)

Joint Recreation

Trustee Conger reported:

Trustee Conger reported the Joint Recreation Report from Jennifer Jones (attached to these minutes)

- Softball Baseball - 107 Registrants!

Groton Youth Commission

Trustee Conger reported:

Trustee Conger reported the GYS April Report from Nick Wager (attached to these minutes)

Action Items

- Mayor Neville Appointed Hope Twitchell as Joint Rec Assistant at \$14.00 per hour
- Trustee Conger made a motion to have Thoma proceed with pursuing a Community Block Development Grant, seconded by Trustee Holl, all in favor, carried.
- Trustee Morey made a motion to approve the resolution to utilize ARPA , seconded by Trustee Holl , all in favor, carried.

Presentation & Discussion Items

- Handout of Office of Cannabis Management and notification of upcoming public hearing May 3rd. Discussion of project.
- Discussion of a volunteer work request. Requester is out of work due to an injury. The Board discussed and cannot allow anyone to volunteer while out on medical leave due to liability concerns.

7:55pm Trustee Conger made a motion to go into Executive Session to discuss a specific employee position, seconded by Trustee Holl, carried.

8:40pm Trustee Conger made a motion to return from executive session, seconded by Trustee Morey, carried.

8:41pm Trustee Holl made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Electric Department Report

April 11, 2022

Work Completed

Tree trimming

Repaired neutral on house service at 726 Elm St.

Replaced rear springs on E1

Repaired streetlights

Stray voltage testing

Non pay shut off's

Removed crossarm & cutouts on pole 20-1 W. South St.

Set a new pole 3-8 on S. Main St.

Had rubber gloves tested

Show & tell at the Elementary school

Ross field – removed service to the press box

Removed service, pole & security light to the concession stand

Removed primary, neutral, pole, transformer & pad to the field lights

Read meters

Snow plowing

Serviced digger & bucket truck

Got trucks inspected

Set pole behind the garage for apprentice training



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
Code Enforcement Officer	Matthew Whitaker
Police OIC	Lt. Troy Boice

Department of Public Works March 21 – April 18, 2022

Completed Work/Projects:

- Plowing snow as needed
- Sweeping streets on a regular basis
- Remove sidewalk at 214 Elm St.
- Rebuild sewer influent pump at WWTP
- Repair a broken water main on Roosevelt
- Repair around a catch basin on Spring St.
- Respond to a car accident on Main Street
- Repair Railroad Ave. potholes and drainage
- Haul in 100 ton of crusher run stone
- Repair a plugged storm sewer on Spring St.
- Begin springtime clean up around the Village

Schedule of Work

- Replace two fire hydrants
- Begin opening the park/pool
- Flush fire hydrants
- W/S install at Ross Field

Village of Groton

Fuel Usage Report in Gallons

Dates: 04/18/2022

	Unleaded	Diesel
DPW	137	231
Electric	123	46
Fire	102	120
Police	414	

Code report for April 2022 Village Board meeting

Apr-22	# of permits	Est. cost of project	Permit cost
Building Permits		\$ 12,482.91	\$ 77.00
Roofing Permits		\$ 65,373.43	\$ 207.00
Window Permits		\$ 17,700.00	\$ 90.00
Shed Permits			\$ 25.00
Misc. permits		\$ 9,500.00	\$ 50.00

YTD

	# of permits	Est. cost of project	Permit cost
	4	\$ 79,482.91	\$ 333.00
	3	\$ 98,582.43	\$ 317.30
	3	\$ 36,300.00	\$ 235.00
	0	\$ -	\$ 25.00
	0	\$ 9,500.00	\$ 50.00

Since the last meeting 5 building permits have been issued, and 5 roofing, 1 window, 1 pool permit.

I had my class the last week of March and that went well the next class is next week. Last week I went down to main street for the vehicle into the porch. Most of the week I was dealing with that issue. With all the building permits out I'm starting to get calls to go out and inspect the work. Been getting a few complaints about properties having trash in the yard. Also got a complaint about the sidewalks on south main St. I drove by where the complaint was and didn't look like the sidewalks were in bad shape except one spot where the sidewalk was raised do to a tree root growing underneath it.

Groton Joint Recreation Committee
April 05, 2022 5:30pm

Scott Weeks called the meeting to order at 5:45pm

Present were:

Betty Conger
Scott Weeks
Crystal Young
Leon Brockway
Rec Dir. Jennifer Jones
Olivia Howarth

The meeting minutes were reviewed from the previous meeting

Motion made to approve the minutes by: Betty Conger

2nd by: Leon Brockway
carried.

Financial Reports were reviewed for November 2021- February 2022

Accept this for audit.

Motion made to approve the financial report by: Betty Conger

2nd by: Crystal Young
carried.

Recreation Director Report

See Director Jennifer Jones report attached

Updates to report:

- It was suggested to maybe have multiple events throughout the year with roller-skating because it was such a hit.
- Crystal suggested cotton candy and snow cones for next year.
- Chloe Conger will be presented to the Board to be hired for arts and crafts but we are still looking to hire a youth assistant.
- Hope Twitchell will be presented to the Board to be hired for rec director assistant.

Discussion/Action Items

- Youth Soccer binder has been dropped off for audit. Scott Weeks and Leon Brockway are going to stay after meeting to do audit.

Discussion/Action Items Continued

- The MOU expires for town and school in October of 2022- There was continued discussion regarding the updates that need to be done for the new MOU, building/field use forms, and site supervisors.

It will need to be clarified who and how the site supervisor will need to handle situations. There will need to be clarification on who to contact and what steps need to be taken when. It was agreed that there should be a meeting between the town, village, school, and rec.

- We are moving forward with the Christmas Tree Trail but there is still one house that we have not been able to get in contact with. (work in progress)
- The Scouts are going to be building bird houses to go with our new trees that are going on the trail.
- Jennifer Jones had a conversation with Chris Dempsey regarding the insurance coverage for rec sports (soccer baseball/softball, cheer, football).

They are responsible to have their own insurance if they do not agree to the terms set in place by the policyholders. To have coverage, the village/rec must have proof they have oversight of what is being done and decisions being made.

It was suggested that we have the teams sign a yearly agreement that they agree to X ,Y, Z and in return we give you general liability coverage, help with any issues they may have, Jennifer Jones submitting all building forms, as well as the promotion for the activities.

There are still a lot of unknowns but Jennifer Jones and Leon Brockway are going to continue to look into this.

Motion to adjourn at 8:15pm

made by: Scott Weeks

2nd by: Leon Brockway

Next meeting

May 03, 2022 5:30pm

Submitted by:

Olivia Howarth

Village of Groton

Deputy Treasurer

Program Manager
Nick Wagner

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

Tompkins County Youth Services
Kate Shanks-Booth
Meghan Guerra Lyons

Youth Representative
Emma Kennett
Noah McCormick

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
Maria Montreuil
Kristin Prugh

Meeting Minutes April 6, 2022

The April 6, 2022, meeting of the Groton Youth Commission was called to order by Chairman Glenn Morey at 7:05pm in-person. Members present were Glenn Morey, Chairman, Elizabeth Conger, Vice Chairman; Board members Kristin Prugh, Kayla Esparza Program Manager Nick Wagner, Meghan Guerra Lyons, Shelley Lester, on Zoom were Pegi Ficken and Brian Klumpp and Youth Representative Noah McCormick

Excused: Youth Representative, Emma Kennett; Board Members: Sara Knobel and Maria Montreuil

Secretary's Minutes:

Minutes for March were accepted on a motion by Brian, seconded by Kristin Prugh and carried.

Report: Nick Wagner:

The Great Groton Cook-Off, Mondays 10 registered – Youth have learned a number of new cooking and kitchen skills. They surprised even themselves with what they accomplished.

Mini Moving Machines, Tuesdays 11 registered – Learning about machines and motion through trial and error and through organized activities. They made a zip lines and they had to solve how to transport a marshmallow from one end to the other.

Painting the World, Thursdays 11 registered – This program explored a variety of different painting techniques and mediums. They learned how to spray paint responsibly, [painting on wood and tile, paint on fabric. They even painted a white T shirt and a pair of white jeans for Nick

E is the youth spotlight. E is a new participant, E has been enjoying the painting program and the mini machines program, as well. E is fairly new to the district and has benefited from programs to make new friends.

Report: Shelley Lester: Submitted the Summer Camp budget for discussion. Fees for Summer camp are \$150.00 per week. Program will run 8 to 4. After care 4:00 - 5:30 is \$15.00 per week. Summer Camp budget was accepted on a motion by Glenn and seconded by Pegi. Motion carried. She noted that CCE has only 2 vans available for program use. Other vans have been retired.

Report: Meghan Guerra Lyons: see attached report. Meghan submitted her monthly report, highlighting items from the County: new County Administrator is Lisa Holmes, who had been serving as Acting Administrator. Youth Services Board has openings for several communities, including Groton. This Board meets once a month on the last Monday 5:00 – 6:30PM.

The 2022 Needs Assessment survey was discussed and is ready to go live. Motion to accept by Glenn, seconded by Betty. Motion carried.

Meeting adjourned at 8:00PM

Next meeting is May 3, 2022 @ 7:00PM

Submitted by,
Elizabeth Conger
Vice Chair