

Groton Village Board of Trustees Meeting

Monday, July 15, 2024

Board Members

Trustee Conger
Trustee Morey
Trustee Walpole
Mayor Neville
Trustee Holl

Others in attendance:

Nancy Niswender - Clerk
Lt Troy Boice
Steve Teeter - Elec Supervisor
Chad Shurtleff - DPW Suprv.

Eric DeForrest - GFD Fire Chief
Flo Allen
Left early due to Storm - Went back
to WWTP to monitor
Pat Albro - YAWS
Mike Albro - YAWS

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

Trustee Walpole made a motion to approve the minutes of the June 17, 2024 Board Meeting, seconded by Trustee Morey, carried.

Audit of claims and approval thereof.

Trustee Conger made a motion to approve the claims presented for review.

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

	<u>Abstract #2</u>
GENERAL	102,839.47
WATER	30,491.83
SEWER	38,176.99
ELECTRIC	96,595.42
JOINT REC	4,673.92
CAPITAL	94,971.12

Seconded by Trustee Walpole, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter report was submitted (attached to the minutes)

- NYPA in to do meter testing today.
- Storm Clean up - Greene & Marathon helped out.
- Endicott safety meetings tomorrow.
- Ordered poles should be in tomorrow. A lot of replacements needed.
- Discussion of the school bus options. Should we go out to bid for qualifications or select PLM? The School needs a 100 amp, 3 phase service. We will need to discuss with engineers. PLM did the substation upgrade. The Light Board mentioned that PLM did the substation upgrade and it would be good to stick with them.

Department of Public Works

Supervisor Shurtleff report submitted (attached to the minutes)

- A resident was concerned about some trees overhanging on the trails. Sup. Shurtleff will look into it.

Waste Water Treatment Plant

- Discussion of progress of GHD engineering.
- Discussion of WWTP items being repaired, mixers are being sent out and will receive quotes for the probes by next month.
- WIIA Grant & WQIP grant being applied for.

Police Department

Lt. Troy Boice Reported

- New car ordered - It will be a while. The car is on site, but are waiting for other components. Will auction off the 2014.
- Will be working with the school - Law enforcement program

Fire Department

Chief DeForrest reported the following:

- Kids fire camp was tonight, but was called off due to the weather.
- Several calls the last few weeks
- Will be working with the school - Law enforcement program - medic & fire.
- Packing up and moving to new building on Saturday.

Joint Recreation

No meeting this month

Groton Youth Commission

- The Youth Commission - the Groton American Legion family and the Groton Community Council we have received \$3,500 toward scholarships for camp.

Code Office

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

Public Comments

- EMS staff in to discuss to the wages. They were told to discuss with the Board of Wardens or the Fire Chief.
- Plaque in Fire Hall when bill dedicated - Would like to see one for the building here. move the Fire Hall one here and design a new one. Move time capsules from the fire station and one from the village office.
- Would like to do metal detection on the properties we are abandoning (i.e. Fire Department, prior Village Office)
- Discussion of Village Noise Ordinances Waiver ordinances.
- Barrow Street storm water runoff increasing. This will be looked at.
- Reassurance of Old Home Days parade. Rowdy people with inappropriate sign. Concerns of physical harm. We will look at getting additional support.

Presentation & Discussion Items

- New Building Open House Discussion - Saturday, August 24 - Possible Hot Dog give out 1-3 and maybe Chicken BBQ , cookies. Board will help cook. We can give a tour.
- Groton Olde Home Days - Flo Allen - Scaled back a little, we will have the carnival, car show, crafts & collectible, FFA, Pony Rides. Horse wagon rides.
- Comprehensive Plan Update - We had a public meeting last week. Thoma will be compiling comments from the meeting.
- NY Forward Update : Public Projects 3pm-4pm, 7/16; Open Call Office Hours 6pm-8pm 7/17; LPC Meeting 7pm-9pm 7/22

Action Items

- Trustee Walpole made a motion for approval of Groton Olde Home Days Festival Permit for August 22-24, 2024 seconded by Trustee Morey , all in favor, carried.
 - Trustee Conger made a motion for approval of the American Legion temporary waiver of the Village Noise Ordinance for August 22 - 24, 2024 until 12:00 midnight, seconded by Trustee Morey, all in favor, carried.
 - Trustee Walpole made a motion for approval of 26th Annual Groton Labor Day 5k - September 2, 2024 seconded by Trustee Conger, all in favor, carried.
 - Trustee Walpole made a motion for approval - NYCOM Fall School & Travel to Saratoga on September 15-20, 2024 for Nancy & Angela, seconded by Trustee Conger, all in favor, carried.
 - Discussion and selection for Railroad Ave preparation work. We have received 3 quotes to dig down, bring back to proper base. Trustee Walpole made a motion to accept the quote from C&M for \$32,000 seconded by Trustee Conger, all in favor, carried.
 - Mayor Neville appointed - Robert Brown as Motor Equipment Operator - at a rate of \$25/hr.
 - Mayor Neville appointed - Charmagne Rungay as Part-Time Clerk at a rate of \$19/hr.
 - Trustee Conger made a motion to contract with PLM to review our service as it pertains for the School Bus Garage, seconded by Trustee Walpole, all in favor, carried.
- 8:12pm Trustee Conger made a motion to move into executive session to discuss Village Properties, Seconded by Trustee Walpole, all in favor.
- 8:50pm Trustee Conger made a motion to move out of executive session, seconded by Trustee Walpole, all in favor, carried.
- No Action taken
- 8:53pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Electric Department Report

July 8, 2024

Work Completed

- Trimmed Trees
- Helped DPW with water leak at Sykes Park
- Read Meters
- Non-Pay Shut off's
- Made taps on new line to Village Office
- Changed brakes on E1
- Worked on lights in the Town Courtroom
- Safety school in Endicott
- Mowed 12470 line on Elm St.
- DSNY Markouts
- Repaired Street Lights
- 6/22 Storm down wires on Clark St., S. Parkway, E. South St, Elm St, Williams St, Church St, and highline. Broken insulators in substation, trees on guys in back yards on Williams and Spring St, and broken pole on highline
- 6/24 wind storm down primary and neutral on Spring St and service on Hill side place, Tree on line on Clark St., water plant
- Chipped brush
- Changed out stopped meters
- Moved guy on Spring St.
- Mowed highline
- Fixed flags



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

June 17 – July 15, 2024

Completed Work/Projects:

- Mowing grass on a regular basis
- Finish pool for inspection
- Haul unused gravel from the new office to the park for regrading
- Fill and grade pot holes at the park driveway
- Clean up from storm damage_– Trees and wires down
- Read meters
- Take water samples
- Locate sewer main for easement issues
- Misc. Repair to mowing equipment
- Time spent at the new building on the punch list
- Install a new water service at 107 Baken Ave
- Remove sidewalk at 117 Clark St.
- Set up the stage for summer concerts
- Meet with contactor for quotes on Railroad Ave.

Schedule of Work

- Railroad Ave reconstruction
- Several water leaks to repair
- Prep for street paving

Village of Groton

Fuel Usage Report in Gallons

Dates: 01/00/1900

	Unleaded	Diesel
DPW	-55	187
Electric	-43.5	51
Fire	-345	279
Police	211	

Board Meeting – July 15, 2024

Ted Skibinski, Code Enforcement Officer

Reporting and Accomplishments:

1. 2023/24 Life Safety Inspections completed – 2
2. Code Violation letters sent in June/July– 0
3. Building Permits opened in June/July – 8
4. Building Permits closed in June/July – 1
5. Active Building Permits – 35
6. Legacy Building Permits – 0