

Groton Village Board of Trustees Meeting

Monday, December 20, 2021

7:00pm

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

Board Members

Trustee Conger
Trustee Morey
Trustee Walpole
Mayor Neville
Trustee Holl

Others in attendance:

Nancy Niswender - Clerk
Chad Shurtleff - DPW Suprv.
Steve Teeter - Elec Suprv.
Lt. Troy Boice
Ben Nelson - Fire Chief
Eric DeForrest - Fire Dept
Charles Rankin
Andrew Sullivan

Trustee Conger made a motion to approve the minutes of the November 15, 2021 Village Board of Trustees Meeting Minutes, seconded by Trustee Morey, carried.

Audit of claims and approval thereof.

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

General Fund

A1620.21	Buildings New	1,335.00	
A1620.2	Buildings		1,335.00
A1990.4	Contingent	2,500.00	
A1410.12	Pers Srv (Rec. Clerk)		2,000.00
A1325.4	Treasurer Cont.		500.00

Sewer Fund

G8130.4	Treatment Plant	800.00	
G8120.4	Sewer Lines		800.00

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

Abstract # 7

GENERAL	166,591.77
WATER	11,582.48
SEWER	12,818.19
ELECTRIC	118,175.93
JOINT REC	1,473.30
CAPITAL	3,822.46

Seconded by Trustee , all in favor, carried.

Monthly Department Reports:

Electric Department:

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

- December 5th broken pole - needed to be switched over to backup line and with the help of Marathon and their digger - they reset the pole.
- Will need to change out cracked insulators this summer. Many of them have cracked.
- Friday night - broken pole on Clark Street - Chad and Rick helped out with this.
- December 12th - Tom Billups and Jack Breed went to Spencerport to help out with outages from the wind storm in that area.
- Jan 4th NE safety school is scheduled.

Department of Public Works

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

- Leaf pick up is finished
- Lincoln Ave - emergency dig
- Water leak on Mack St - Steve & others helped
- South & Main leak
- Repaired Salt Shed is working nice
- On the Main Street lot - North Line - a contractor for NYSEG will be using the area for 6-8 months to do repairs. They will pay a \$600 monthly rent and will maintain the lot while they are here.

Waste Water Treatment Plant

Trustee Walpole Reported:

- The auger on the conveyor went down and Alvin had to call in AN Martin to come in and repair. It is not yet working properly and they will need to come back in.

Police Department

Lt. Troy Boice Reported

- Had meeting at the school and attended their Board meeting and discussed and SRO program. This will be determined and if moving forward a contract will need to be done.
- Roof on station completed and no leaks.

Fire Department

Chief Ben Nelson reported:

- We have had 989 calls so far on track for 1000 calls for the year (818 ambulance , 171 rescue)
- Tree lighting went well last week.
- Chief Nelson opted out of running for Fire Chief - Elections will be January 5th. Installation will be on January 15th.
- Public Service Announcement - Check on your neighbors especially if they are older or live alone.
- Mayor Neville thanked Ben for his service.

Joint Recreation

Trustee Conger reported:

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

Groton Youth Commission

Trustee Conger reported:

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

7:15pm Public Hearing on Local Law #4 Sewer

Clerk Niswender read the Public Notice.

Charles Rankin mentioned that this will help keep the sewer fund operating while we continue to find funding for upgrade.

7:17pm The regular meeting was temporarily suspended and Mayor Neville opened the Public Hearing on Local Law #4 - A LOCAL LAW AMENDING CHAPTER 165 OF THE CODE OF THE VILLAGE OF GROTON, "SEWERS" . (attached)

Clerk Niswender read the Notice of Public Hearing (attached).

Charles Rankin mentioned that this will help keep the sewer fund operating while we continue to find funding for upgrade.

Trustee Conger made a motion that the Local Law No. 4 of 2021, A LOCAL LAW AMENDING CHAPTER 165 OF THE CODE OF THE VILLAGE OF GROTON, "SEWERS" be adopted, and upon roll call:

Trustee Conger voted "aye",
Trustee Morey voted "aye",
Trustee Holl voted "aye",
Mayor Neville voted "aye"
Trustee Walpole - "aye"

The resolution was duly declared adopted. (Type II Action under SEQR.)

Trustee Morey made a motion to close the public hearing at 7:17pm, seconded by Trustee Holl, carried.

Action Items

- A review of the proposed rate increase statement was reviewed and discussed. Trustee Conger made a motion to adopt a resolution to submit an electric rate increase proposal to the New York State Department of Public Service , seconded by Trustee Walpole, all in favor, carried.
- Review and authorization to have Mayor sign the Gadabout Contract for \$4,200 Trustee Walpole made a motion , to authorize the Mayor to sign seconded by Trustee Holl, all in favor, carried.
- Public Hearing for Local Law #1 to override the tax cap scheduled for the January 18, 2022 meeting at 7:30pm.
- Trustee Conger made a motion to adopt a resolution subject to permissive referendum to transfer up to \$8,000 from the Waste Water Capital Reserve account to cover replacement of equipment and apparatus, seconded by Trustee Morey, all in favor, carried.

7:40pm Trustee Conger made a motion to go into Executive Session to discuss a specific employee, seconded by Trustee Walpole , carried.

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

7:45pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Electric Department Report

Dec 13, 2021

Work Completed

Installed 1/0 service drop & hooked up new service at 714 Spring St.
DSNY mark out's
Read meters
Non pay shut off's
Put up Christmas decorations
Repaired streetlights
Safety School in Endicott
Helped DPW pick leaves
Put up Freeville's decorations
Decorated tree for the Village of Dryden
Trimmed trees
Put plow on John Deere
Snow plowing
Replaced bad breaker at the fire station
Helped DPW get trucks ready for plowing
Call out outage on 12/5 – broken pole on high line
Replaced broken pole & broken insulators on high line with help from Marathon



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
Village Administrator, PT.....	Charles V. Rankin
Clerk-Treasurer	Nancy Niswender
Dept. of Public Works Supv.....	Chad M. Shurtleff
Electric Utility Supv.....	Stephen E. Teeter
Code Enforcement Officer	Michael Andersen

Department of Public Works November 15 – December 20, 2021

Completed Work/Projects:

- Finish leaf pick up
- Service equipment – several repair items
- Replace front leaf springs on truck #46
- Finish hauling in sand for winter mix - 309 tons
- Plowing snow as needed
- Monthly water samples
- Repair hydraulic valve on the street sweeper
- Tree & brush trimming at intersections
- Finish winterizing the park and pool
- Assist a contractor with a new sewer lateral at 113 Lincoln Ave.
- Repair a water service leak on Mack St. and E. South St.
- Repair storm drainage on Elm St.
- Assist Electric Dept. with a broken pole

Schedule of Work

- Fire hydrant repairs (misc.)
- Shop organization
- Pump repairs at Clark St. water plant

Village of Groton

Fuel Usage Report in Gallons

Dates: 12/20/2021

	Unleaded	Diesel
DPW	128	322
Electric	162	106
Fire	211	81
Police	459	

GROTON JOINT RECREATION COMMITTEE
December 07, 2021 5:30 PM

Betty Conger called the meeting to order at 5:37pm.

Present were: Betty Conger, Monica Dykeman, Leon Brockway, Rec Dir. Jennifer Jones, Olivia Howarth, Jennifer Foote-Dean

The meeting minutes were reviewed from the previous meeting:
Motion made to approve the minutes by: Monica Dykeman
2nd by: Jennifer Foote- Dean
carried.

Financial Reports were reviewed for October 2021.
Motion made to approve the financial report by: Leon Brockway
2nd by: Monica Dykeman
carried.

Recreation Director Report

Director Jones provided the following report:

**Groton Joint Recreation Committee
Jennifer Jones- Director Report
December 2021**

Winter Programming:

- Youth Basketball- We have over 80 youth registered in grades 3rd-6th. Games start in Jan.
 - Younger basketball program will be limited to 1st & 2nd grade, max 40 kids. Gym space and hoop issues have limited this program.
 - Youth Wrestling- Practices started Dec 6th. A total of 37 youth are registered. Schedule is M/W/Th 5:30-7:30pm. Four local meets in Jan & Feb.
 - YMCA Partnership- ZUMBA & Yoga coming to Groton in Jan. \$320 per session/per class. Jennifer Jones stated that we could take this amount out of the contractual account and allow these classes to be free for all attendees.
 - Dance with Camille- Mondays at Fire Hall. Open to ages 3-16, Ballet, Tap, and Interpretive classes are offered. 15 participants regularly attend class.
- Men's basketball may be starting up in January. Waiting to hear back for confirmation.

Cabin Fever Planning:**Saturday, March 5th, 2022**

- o Building use confirmed
- o Sciencenter
- o Boys Scouts
- 0 Girl Scouts
- o Art Club
- o Henna Tattoo
- o Groton Library
- o Roller Skating
- o Police Dept
- o Historical Society
- o Bounce House & DJ Kelly

Waiting to hear back from:

Fire Dept
Past Vendors
Dan the Snake Man
Any other ideas?

Spring 2022 Planning:

- * Possible Field issues for Spring 2022- youth will have a hard time getting field time. Spring sports will all be played at the school if Ross Field is under construction. Jennifer Jones suggested moving t-ball to the park.

Games are being pushed back which means the younger kids are being pushed back past dark. It was mentioned maybe being able to use the yard area at the sewer plant or on the land at the end of North Park Way. Jennifer is going to look into these options.

- Youth Baseball moving to Little League, Youth Softball with Cathy Stage League
- Sewing Classes by Flo Allen. 1x/week, for 10 weeks. 12 students. Classes will start in April.

- Babysitting class- our annual certification class will be held on March 26th.

(Recommended 11yo+)

- Women and Girls Self-Defense- Crystal and I are working to bring a female focused self-defense class to Groton. Possible dates may be in March.

- Karate programming will be coming in 2022 by Cayuga Lake Seido Karate. Details TBD.

Summer 2022 Planning:

- We are now a USA Swim Lesson Provider. We can now use their logo on swim lesson materials, and we will now qualify for their free goggles program and qualify for USA Swimming Grant Funding opportunities. I have applied for two swim lesson grant opportunities for summer 2022. I have also inquired about the free goggles program. No cost just get extra benefits and training.

- YMCA Partnership- water aerobics for summer in the pool.

- Summer Concerts: 7 of 8 of the concerts are scheduled. We are working on rotating different food trucks for each week.

Grants & Professional Development:

- Summer Concerts Grant- Submitted
- Cabin Fever Grant- AWARD \$1,000
- USA Swimming Learn to Swim Grant- Submitted
- USA Soccer Foundation- Mini Pitch Court Location Inquiry- was submitted in October- could be a location for a multi- use court.
- Legacy Grant for Tennis Courts- \$5,000 Award deferred to 2022

There was a discussion about moving the tennis courts to the park and having a multi use court built over the current basketball court at the park.

If we do not move the tennis court they would need to be updated where they are at but it was going to cost more than expected. Jennifer Jones expressed that we will need to use the \$5,000 awarded to us in some way or another for the tennis courts.

After the discussion, most of the committee agreed they liked the location of the tennis courts where they are and they like the location of the basketball court where that currently is. It was brought up to expand the tennis courts into a multi use park that is more family friendly. Possibly ask the community what their thoughts are/ what they would like to see.

The committee discussed talking to the Village Board to see what their thoughts were and get some ideas from them.

Discussion/Action Items

First day hike January 1st at 10am.

Jennifer Jones stated they are moving forward with expanding trails down the Christmas tree trail.

Rec assistant- there was 1 interview but they wanted more hours than offered year around. Her hours also didn't match up with Jennifers.

Jennifer Foote-Dean said to email Babs Carr , Scott Montreuil about students that would be willing to help out at Cabin Fever because without an assistant there is going to be help needed.

Leon Brockway brought up possibly offering a local hunter safety course. Partner with Groton Rod & Gun Club and have someone come in to offer the course. Betty Conger suggested speaking with the town since they would be the ones to keep track of the hunting licenses.

Motion to adjourn at 7:15pm made by: Leon Brockway

2nd: Jennifer Foote-Dean

Next meeting: January 4th

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 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 December 1, 2021

The December 1, 2021, meeting of the Groton Youth Commission was called to order by Chairman Glenn Morey at 7:01 PM via Zoom. Members present were Glenn Morey, Chairman, Elizabeth Conger, Vice Chairman; Board members: Pegi Ficken, Brian Klumpp, Sara Knobel, Maria Montreuil, and Kristin Prugh, Program Manager Nick Wagner, Meghan Lyons, Coordinator of Community Youth Services and CCE Coordinator Athena Steinkraus, Youth Representatives Emma Kennett and Noah McCormick. Excused was Shelley Lester.

Secretary's Minutes:

November 3, 2021, minutes having been distributed via email were approved on a motion by Glenn and seconded by Kristin, motion carried.

Report: Nick Wagner:

Fall photography with 11 youth. Continued. Each week is a different theme: Plants, people, activities. This is held at the Memorial Park. They talked about sharing photos safely on social media

Outdoor Adventures, 8 registered on Tuesday, 9 on Thursday. Learning about the outdoors and developing new skills to foster a love of and responsibility for the environment. Built lean-tos to use in case of inclement weather. Cleaned up trash and also discussed bullying at the school.

Arts and Crafts of the Season. 15 registered. In week 1 they designed their own bird feeders using organic materials and also did watercolor paintings scenes of the park.

Learning to Woodburn. 8 registered. Learning the basic techniques right now.

Nick continues to take training to learn new ways to work with the youth

Report: Athena Steinkraus: Starting summer camp planning.

Report: Meghan Lyons: see attached report.

Meeting adjourned at 8:10PM

Our next meeting is January 5, 2022 @ 7:00PM, via Zoom

Elizabeth Conger,
Vice Chair

**PUBLIC NOTICE
VILLAGE OF GROTON**

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Board of Trustees of the Village of Groton will hold a Public Hearing on Monday, December 20, 2021 at 7:15 pm, at the Groton Village Office, 143 Cortland St., to consider the adoption of a local law that will amend the Code of the Village of Groton, amending Chapter 165, "Sewers", specifically Sections 165-3 (A) and (B) in relation to sewer rents imposed.

A copy of the local law in its entirety is available for review at the Village Clerk's Office, 143 Cortland St., during usual business hours.

The public is invited to attend and all oral or written comments may be presented for consideration.

Any person with special needs, who wish to attend the hearing, should contact the Village Office (898-3966) immediately so your particular needs can be accommodated.

By order of the Board of Trustees,

Nancy Niswender
Village Clerk

VILLAGE OF GROTON

LOCAL LAW NO. 4 OF THE YEAR 2021

A LOCAL LAW AMENDING CHAPTER 165 OF THE CODE OF THE VILLAGE OF GROTON, "SEWERS" TO AMEND SECTION 165-3(A), (B), (C-1) AND SECTION 165-4 (A) THEREOF BY REPLACING SECTION 165-3(A), (B), (C-1) AND SECTION 165-4 (A) WITH A NEW SECTION 165-3(A), (B), (C-1) AND SECTION 165-4 (A).

Section 1. Chapter 165 of the Code of the Village of Groton is hereby amended to amend Section 165-3 and Section 165-4 (A) to read as follows:

§165-3. Sewer rents imposed; amount.

For the service rendered by the sewer system to the owners and other users of real property within the corporate limits of the village connected with and served by the sewer system and for the payment of the cost of construction, operation, maintenance and repair of said system as hereinbefore defined, there is hereby established a scale of sewer rents which, except as otherwise provided herein, will be based upon the consumption of water used as indicating the extent of the use of said system.

A. The following scale of sewer rents is established and should be payable for each monthly period:

- (1) For the first 400 cubic feet of water used in any monthly period or any minor fraction of 400 cubic feet of water used, the rate shall be \$22.40, this being the minimum charge.
- (2) For all water used in any one monthly period in excess of 400 cubic feet and not exceeding 34,999 cubic feet, the rate for each 100 cubic feet or any minor fraction thereof shall be \$5.35.
- (3) For all water used in any one monthly period in excess of 35,000 cubic feet, the rate for each 100 cubic feet or minor fraction thereof shall be \$4.60.

B. In any event, the minimum charge for each separate meter shall be \$22.40 for each monthly period; except that when the amount of water used by any owner or occupant shall have reached at least 10,000 cubic feet in any one monthly period, then the minimum charge thereafter for such owner or occupant for each monthly period shall be computed by applying the scale of rents hereinbefore established to an amount equivalent to 75% of the highest number of cubic feet of water consumed in any one monthly period for a period of 24 monthly periods immediately preceding the monthly period for which the minimum charge is made.

C. Meters

- (1) The use of the sewage system, as indicated by the amount of water used, shall be based on readings of water meters, where installed. Any owner or occupant who does not use water supplied by the Village or is using water supplied by the Village but is also obtaining water from other sources and discharging the same into the Village sewer system shall make application, on a form to be supplied by the Village, for the use of a sewage meter, of a kind and size to be

specified by the Village and obtained from the Village, to measure the amount of sewage discharging from the property. The Village shall have the right to inspect the installation of the meter prior to its use. Meters shall be installed, maintained and repaired at the expense of the applicant. All meters, whether water or approved sewage meters, are read monthly.

§165-4 Billing; late charges

A. Sewer rents shall be due and payable at the office of the Village Clerk. Sewer rents shall be billed monthly. Sewer rent bills shall be due and payable on the due date designated on the bill. If a sewer rent bill is not paid on or prior to its due date, a late payment penalty in the amount of 10% of the amount of the bill will be added to, and become a part of, the amount due.

Section 2. This local law shall take effect immediately and the sewer rents imposed shall be effective on and after January 24, 2022.