

# Groton Village Board of Trustees Meeting

Monday, June 17, 2024

**Board Members**

Trustee Conger  
Trustee Morey  
Trustee Walpole  
Trustee Holl

**Others in attendance:**

Nancy Niswender - Clerk  
Steve Teeter - Elec Supervisor  
Chad Shurtleff - DPW Suprv.  
Skip Schell  
Eric DeForrest - GFD Fire Chief  
Rich Cunningham - Thoma  
Rob Bielunas

7:00pm Deputy Mayor Conger welcomed everyone to the meeting.

Trustee Walpole made a motion to approve the minutes of the May 20, 2024 Board Meeting, seconded by Trustee Morey, carried.

**Audit of claims and approval thereof.**

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

A0-5110-02	90,000.00	
A0-5110-01		22,579.61
A0-5110-04		59,442.13
A0-5142-04		7,978.26
<hr/>		
A0-3001-0	19,258.00	
A0-2750-0		19,258.00
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A0-1920-04	1,115.00	
A0-1990-04		1,115.00
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J0-7145-46	300.00	
J0-2001-6		300.00
<hr/>		
G0-8110-01	652.00	
G0-8110-04	490.00	
G0-8130-04	957.00	
G0-8130-02		2,099.00
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F0-8310-01	1,053.00	
F0-8330-01	1,484.00	
F0-8320-01		275.00
F0-8340-01		2,262.00
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F0-9060-08	76.00	
F0-9089-08		76.00
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The claims paid are covered by the following lists of abstracts of audited vouchers:

	<b><u>Abstract #13</u></b>	<b><u>Abstract #1</u></b>
GENERAL	21,098.38	97,334.32
WATER	3,678.06	20,594.80
SEWER	29,519.56	5,622.20
ELECTRIC	55,813.51	17,559.55
JOINT REC	1,161.21	1,963.20
CAPITAL	144,435.03	370,807.97

Seconded by Trustee Holl, all in favor, carried.

**Monthly Department Reports:**

**Electric Department:**

**Supervisor Teeter (attached to the minutes)**

- Waiting on Panel Box in new building.
- Safety School starts again tomorrow in Endicott
- Trimming Trees
- Helping DPW with summer set up work

**Department of Public Works**

**Supervisor Shurtleff reviewed his report. (attached to the minutes)**

- Ready for pool inspection tomorrow - guard shack is old but set up for the summer.
- Water service going into bath house is old and needs constant repair.
- Ads in shopper this week for MEO, Electric and Office.

**Waste Water Treatment Plant**

**Trustee Walpole- Yaws Report was submitted and reviewed (attached to the minutes)**

- Many equipment items need assistance - we will look at prioritizing items to be finished.

**Police Department**

**Trustee Holl Reported**

- LT Boice mentioned there was a request to close off Lincoln Ave on July 13th for the Motor Cycle Benefit Ride.

**Fire Department**

**Chief DeForrest reported the following:**

	<u>YTD</u>
Ambulance Calls	413
Fire Calls	113
	<hr/>
	<b>526</b>
	<hr/>

- Fun Day at School Tomorrow - 5000 gallons of foam for the parking lot, 90 degrees tomorrow - Lots of water!
- Kids camp next month 15-17 - McLean coming to help, honor society helping as well.
- Looking for a helicopter to come or Dryden
- 2 EMT's finished up and passed. Welcome to ranks!
- Helping Lansing & Southern Cortland with mutual aid.

## **New Municipal Building Update**

### **Skip Schell Reported**

- Dumpster fencing going in
- Boiler for heated floor being connected
- Electric panel due in this week
- General Cleanup to be done
- Final Code testing to be done once finished.

### **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):**

### **Code Office**

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

### **7:15 PM Public Hearing on Local Law #3 of 2024**

- The regular meeting was temporarily suspended and Deputy Mayor Conger opened the Public Hearing on Local Law #3 - 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).

Trustee Holl made a motion to close the public hearing at 7:19pm, seconded by Trustee Walpole carried.

- Trustee Holl made a motion that the Local Law No. 3 of 2024, 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",

Trustee Walpole voted "aye",

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

### **7:30 PM Public Hearing on FY 2024 Small Cities Community Development Block Grant Program**

- The regular meeting was temporarily suspended and Deputy Mayor Conger opened the Public Hearing on FY 2024 Small Cities Community Development Block Grant Program.

-Clerk Niswender reviewed the details of the CDBG Grant program. (attached)

-Rich Cunningham from Thoma Development Consultants who are applying for the grant for the Village explained the two types of Grants that will be applied for. One will be the Planning Grant to evaluate our housing conditions. This is also a companion for the Comprehensive Plan. The second grant is for the funding to address the need for repairs on housing in the Village.

-The grants are due July 31, 2024 and are due to be announced in November or December.

Deputy Mayor Conger made a motion to close the public hearing at 7:37pm, seconded by Trustee Holl carried.

### **Presentation & Discussion Items**

- Memorial Tree replacement discussion - (2) 7-8' trees that would retail at \$549 each. Installation would be an additional \$549 each, plus \$22 each for stakes.
- Rob Bielunas -Regional Director-Coalition Against Bigger Trucks:  
A handout was given to the Board of Trustees. A national grassroots organization that works with entities that deal with large trucks and weight limits. He is here to share truck weight regulations and the bills that are being introduced to increase the weight of trucks on the roads. He asked that the Village would send a letter of concern to our representatives. The Board agreed to review the information and consider his request.
- Discussion of Park upgrades. The Board would like to see a plan put together and some estimates of cost.
- Notice - Village of Groton has received notice of its Pro-Housing Designation

### **Action Items**

- Deputy Mayor Conger appointed Maeve Green as a new guard \$16.00/hr.
- Trustee Holl made a motion to decline the two Insurance Options for Terrorism & Supplemental Spousal coverages seconded by Trustee Morey, all in favor, carried.
- Trustee Walpole made a motion to approve CCC Change Order #11 - Sewer Line upgrade & Electric Sign Install, seconded by Trustee Holl, all in favor, carried.
- Trustee Holl made a motion to prepare a letter of Board approval for Old Chatham Creamery to obtain a State Beverage License required for processing a cheese with port wine. The license being requested is "Manufacturer Non-Beverage Products". seconded by Trustee Walpole, all in favor, carried.
- Trustee Walpole made a motion Adoption of a Resolution subject to permissive referendum to transfer the balance of funds up to \$59,000 from Police Vehicle Reserves account for the purchase and set up of a new Police Vehicle, seconded by Trustee Morey, all in favor, carried.
- Trustee Holl made a motion for Approval of Groton Fire (\$150,500) and Ambulance (\$158,000) Service Contracts. seconded by Trustee Morey, all in favor, carried.
- Discussion on the proposed loan to Sewer fund from General fund. Trustee Holl made a motion to use the balance of the ARPA funds to cover additional Sewer fund expenses and to approve the final list of items covered by the ARPA funds for the year ending 05/31/2024, seconded by Trustee Morey, all in favor, carried.

8:25 PM Trustee Holl made a motion to adjourn.

Respectfully submitted,

Nancy Niswender

Village Clerk-Treasurer/Administrator

Arpa Report 3/31/2023      Arpa Report 3/31/2024

Budgeted	Changes	Expended	2021-2022	2022-2023	2023-2024	2023-2024	Total Amount Expended	Transfer project to WWTP- Unforseen repairs & Expenses	Amount Remaining
Street Equipment		Streets - Equip Upgrades		19,949.00			19,949.00		-
Village Beuatification		Beautification		145.00			145.00	(2,855.00)	-
Police Computer upgrades		Police Computer upgrades		3,286.00			3,286.00		-
WWTP	25,000.00	WWTP	24,000.00	80,000.00	25,000.00	65,824.44	194,824.44	65,824.44	-
Park/Pool Repairs		Pool Repairs			10,000.00		10,000.00		-
Sidewalks							-	(10,000.00)	-
Parking Lot Upgrades							-	(20,000.00)	-
Misc	(25,000.00)						-	(32,969.44)	-
			<b>228,204.44</b>	<b>24,000.00</b>	<b>103,380.00</b>	<b>35,000.00</b>	<b>65,824.44</b>	<b>228,204.44</b>	<b>0</b>

## **Electric Department Report**

**June 10, 2024**

### **Work Completed**

- Put up flags and banners
- Changed out CT's at library
- Picked up table in Binghamton
- Replaced bad bug on service at 161 Cayuga St
- Shut off 303 ½ Barrows St.
- Trimmed trees
- Changed out bad Street lights
- UDIG NY mark outs
- Sprayed weeds in substation
- Picked up stage in McLean
- Worked on lawn mower (PTO)
- Cut trees for the Town of Groton
- Serviced E-1
- Mowing and weed eating
- Read meters
- Fixed lights at Sykes Park
- Jack apprentice training in Fairport
- Removed dead tree on Spring St.



# 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](mailto: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 May 20 – June 17, 2024

### Completed Work/Projects:

- Repair air compressor at the Filter Plant
- Mowing and trimming on a regular basis
- Work on PTO problem with the lawn tractor
- Address a water pressure issue on a new home construction
- Continue with pool preparation
- Clean up garbage around the park and clean the pavilion
- Complete water samples, report, and read meters
- Multiple utility mark outs
- Assist homeowner with a sewer issue
- Repair a water leak on the park water service

### Schedule of Work

- New road construction at Railroad Ave
- Repair 3 water leaks at the cemetery

Village of Groton

Fuel Usage Report in Gallons

Dates: 6/17/2024

	<b>Unleaded</b>	<b>Diesel</b>
DPW	130	91
Electric	101.5	47
Fire	345	43
Police	80	

## Groton WWTP Update

-Rags are getting pretty bad and plugging up pumps and binding equipment. Thoughts on putting in a second bar screen to catch more rags that get through.

Still running off temporary Slack line running to SBR #2.

-3 of 4 mixers in SBR's down. DPW took mixer to install rebuild kit. Reduced treatment because of lack of mixing. (Anoxic Treatment)

-Augers are making the cake wet and talked with the mayor about filling in drying beds and making it one big drying pad

-Heavy loading coming down from the cheese plant. Whitest ive ever seen it on 5/14/24

-Need chain fall to remove Influent pump # 2 to W2O to replace bad bearing.

-The generator is still not coming online automatically. If we have power loss this could cause major issues.

-Influent channel is full of grit reducing capacity and bringing grit into wet well. This has negative impact on head works influent pump wear and tear. (Needs to be sucked out)

- Drying cake faster with the warmer weather but loading rates of sludge in the tanks are also rising due to the warmer weather.



**Groton Joint Recreation Committee**  
**June 4, 2024**

Scott Weeks called the meeting to order at: 5:31pm

**Present were:**

Rec Director Becky Koenig

Scott Weeks

Elizabeth Conger

Angela Conger

Leon Brockway

Jennifer Foote-Dean

**Absent**

Crystal Young

The minutes were reviewed from the May 7th meeting.

Motion made to approve the minutes by: Jennifer Foote-Dean

2nd by: Leon Brockway  
carried.

The financials from May were not available yet.

**Recreation Director Report**

See Director Becky Koenig's Report attached

Updates on report

**Discussion/Action Items**

Leon Brockway asked about the fields for Baseball/ Softball and Recreation Director Becky said we

- haven't come to an agreement. They have not had any problems this year getting fields, so the discussion has been tabled for now.

Jennifer Foote-Dean asked if Recreation Director Becky had a chance to talk to the homeowners

- along the Christmas tree trail. Becky said she had not had a chance yet and she would follow up and check with Jennifer Jones to see if she had gotten approval from anyone.
- Motion to move \$10,000 from the regular savings account to NYClass.

made by: Leon Brockway  
2nd by: Elizabeth Conger  
carried.

**Open Discussion:**

Leon Brockway discussed the New York Forward public meetings that are coming up.

- June 10th 6pm in the Jr/Sr Cafeteria
- June 11th 12-2pm and 4-6pm (only need to attend one) Discussion and then Interactive Tour
- June 24th Public LPC meeting

Leon also spoke about the GCBA-Groton Community and Business Association having a public meeting on June 12th at 7pm. They are planning to discuss the Mission and Vision. They are inviting public insights. The association is about collaboration and communication. Their goal is to advocate for all things Groton.

Motion to adjourn at: 6:15pm

made by: Elizabeth Conger

2nd by: Leon Brockway

Submitted by:

Angela Conger

Village of Groton

Deputy Treasurer

Next meeting August 6th

We will not have the July meeting and Recreation Director

Becky Koenig will send out a report.



**Groton Joint Recreation Committee**  
**Becky Koenig- Director Report**  
**June 2024**

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**Spring Programming**

- Youth Track & Field- 30 Kids wrapping up. -Ends 6/5/2024
- Active Aging & Functional Fitness- a majority signed up for membership and are meeting as a group! -The group is still doing class informally. It's \$40 a month for membership.

**Summer Programming**

- U14 Travel Softball team. 6/18-7/25 – Terry Neiss is trying to put a group together in a short amount of time. 21<sup>st</sup> Century grant will pay for it. Baseball/Softball will lend equipment and Becky is working with Tracy to secure fields to play on.
- Yoga 2x per week all summer. -Doing day time only.
- Other fitness classes on pause for the summer. – Numbers are lower.
- Camps confirmed- Newly added since the booklet was distributed. Becky will make a flyer to pass out at the elementary school.
  - Added soccer camp. Aug 5-8<sup>th</sup> K-6<sup>th</sup> – 30 kids are signed up already.
  - Adding Sewing Camp
  - Adding Cheer Camp. July 19<sup>th</sup> 9 am-12 pm. 7<sup>th</sup>-12<sup>th</sup> grade.
  - Added Outdoor Construction Camp – Scott Weeks is running.
- Jr/Sr Color Run- Setting up lawn games for pre-post race fun. – June 15<sup>th</sup> at 10:30am.
- Summer Concerts are all set.
- July 4<sup>th</sup> DJ booked. Food Trucks: Fredhot, Holy Smoked BBQ, MoMo's café, and Meg-a-Moo's. -Friday July 5<sup>th</sup>, Food Trucks need their peddler's permits. MoMo's backed out as of 6/5/2024.
- Anticipated Pool open- June 22<sup>nd</sup>
  - Moving to extended hours. Open swim 6-8pm. Sat swim lessons.
- Summer Hiring-Jobs are posted
  - Daniel Zhe-Pool Director
  - Erin Cummings hired as Craft Shack staff
  - Aaron Conger hired as Rec Assistant
  - 11 LG returning
  - 3 new hires
  - Full staff meeting and In-service meeting scheduled.
- Adult photography classes in June 1<sup>st</sup> & 8<sup>th</sup>
  - 5 participants -Jen suggested getting reviews from people that have taken the class to promote. Becky will talk to Adrian if he'd like to do it again. Also suggested having a virtual class.
- Adult Kickball- Tuesday nights. Pick-up games, same as last year.
- Adult Softball league partnering with Dryden Rec
  - Thurs nights @ Memorial Park. -Dryden has 4 teams. Groton's participation is not as expected. They have people interested but not an official team.
- Working with the Village to plan Groton Olde Home Days events.
  - More free kids events/activities- Physics Bus confirmed.

**Other Planning**

- Working with Groton Library to run a concert in the park one night in July. -Don't want to compete with Legion. It was suggested to have a food truck to encourage people to come on weeknight.
- Working with Girl Scout Troop on a service project- plant identification on the trails.
  - Planning a community event for clearing invasive species from the trails. Tentive date 6/18 4:30pm -Will put items into garbage bags and dispose in Village dumpsters.

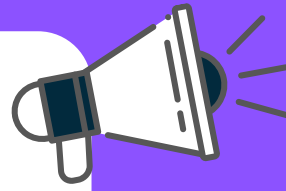
- Working on a new grant. SWIMS Lifeguard Grant. Meant to incentivize lifeguard recruitment and retention. Address the critical shortage of staff lifeguards - **The county has to apply.**  
**Applications due by end of July.**

**Grants:**

- Summer Concert Grant: AWARD \$2,100
- Community Celebrations Grant: **-Cabin Fever** AWARD \$1,200
- United Way: **Becky will check on status.** Requested \$2,000



# GROTON RURAL YOUTH SERVICES



## May 2024 Announcement

### Let's Talk About Camp!!!

*A lot of work for camp has been happening behind the scenes. Camp is currently full with a waiting list.*

*Interviewing camp staff and finishing up paperwork for those hired has been part of my daily work as well as getting acquainted with a scheduling application to assist with camp staff scheduling.*

*The Counselor in Training program did not have enough interest to be successful, I do plan to hire one CIT through WorkforceTompkins.*

*An inventory has been almost completed the next time will be ordering supplies needed for camp.*

### Behind the Scenes:

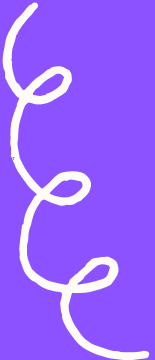
- Daily programming prep
- Grocery shopping for both cooking class and snacks
- Answering many questions in emails about programs
- Completing updates for pokemon games

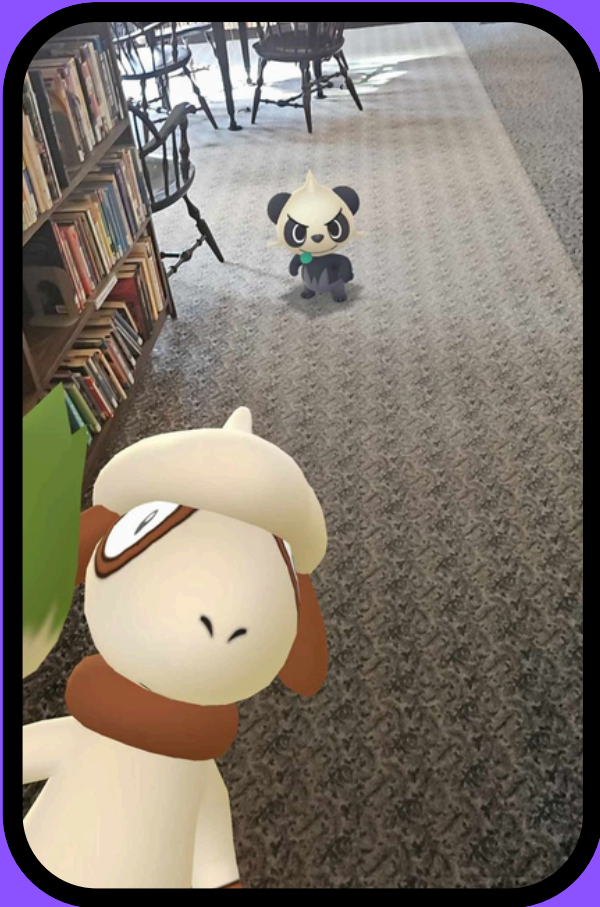
### EVENTS & TRAININGS:

- ANIMAL CRACKERS: MAY 4
- SPRING 4-H IN-SERVICE: MAY 15- 17
- STATE 4-H CAMP DIRECTORS MEETING: MAY 21, 1PM -2PM
- RYS STAFF MEETING MAY 23, 9:30AM -1PM

**▶ KEITH E DAVENPORT GROTON PROGRAM MANAGER  
CELL (315)283-5476 EMAIL KD528@CORNELL.EDU**

**Cornell Cooperative Extension | Tompkins County**





## CATCH THEM ALL 2.0

Tuesdays: April 9, 16, 23, 30  
May 7, 14: 3pm -5:30pm  
@Groton Library, Grades 3rd -8th  
Enrollment: Total=8, Male=7, Female=1  
Average Daily Attendance=7  
Life Skills: Problem Solving, Empathy, Cooperation

Youth developed and array of skills during Catch them all 2.0. They learned how to play the Pokemon trading card game and understand how to play with out my help, the game invovles a decent amount of math.They have learned the strategies behind what has weaknesses and strengths and how to better their odds by working together as a team. They really enjoyed the final 2 days as we had an ice cream treat one day, and played Pokemon on the Switch on the other day.

## GRILLING & CHILLING

Wednesdays: April 10, 17, 24 May 1, 8  
@Groton Memorial Park, Grades 5th -8th  
Enrollment: Total=8, Male=4, Female=4  
Average Daily Attendance=7  
Life Skills: Healthy Lifestyle Choices, Learning to Learn, Self-Responsibility

Youth enjoyed cooking at the park, while they waited for their food to cook they enjoyed gaga ball as well as other outside games. They learned how to grill many types of food, including portabella mushrooms, hamburgers, chicken, and fish. Youth also learned how to grill chips, make baked potatoes, as well as roasted vegetables including corn and squash. Nutritional needs and a well balanced meal, were also topics covered during the program.







## ANIMAL CRACKERS

Saturday May 4, 2024: 8am-3:30pm  
@Cornell University, Grades 4th -8th  
Enrollment: Total=5, Male=2, Female=3  
Average Daily Attendance=5  
Life Skills: Learning to Learn, Problem Solving

This an eventful day.

We started with Orientation, from there we learned about pigs. The students learned how to cut the ears for identification purposes. They actually were able to walk the swine using a crop to direct movement. Next was walk to the beef cattle area where they went over body composition.

After that we learned about nose training with dogs. Up next was horses, youth listened to a talk about the geology make up of a horse race track. After lunch we engaged in a spoon and egg race and egg tossing competition.

Then it was back to the topic of animals where they learned about bedding materials for pretty much every farm animal. The students really liked the second beef session, they were able to learn hands on how to give a syringe to cows on a demo cow head and neck. They loved the last session as it was about how to perform first aid on dogs. They

had demo dog stuffed animals, and youth practiced wrapping injured legs. Using a real dog they learned how to check the pulse using a stethoscope. To close the day youth watched a farrier hone his craft and learned about horse shoes.



### **Participant Highlight:**

**Liesl Moll!!!**

**Liesl during the opening at Animal Crackers asked if she had to pet dogs, in front of 200 people, as she was afraid of them. In the end she faced her fear and was able to pet this chocolate lab!!!**



**Liesl is checking the pups pulse with a stethoscope.**

*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  
Brian Klumpp  
Sara Knobel  
Kristin Prugh

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## Meeting Minutes June 6, 2024

The June 6, 2024 meeting of the Groton Youth Commission was called to order by chairman Glenn Morey at 7:00PM. Members present were Elizabeth Conger vice chairman, Kristin Prugh, Kayla Esparza, Brian Klumpp, Co-op Extension Coordinator Shelley Lester, Co-op Extension assistant Coordinator Athena Steinkraus, Rural Youth Services Rep Richard Alvord. Program Manager Keith Davenport, Youth Rep Maddie Perkins, Youth Rep Ellie Dykeman and Sara Knobel were absent/excused.

### **Secretary's Minutes:**

Minutes for May 1, 2024 were accepted on a motion by Kayla, seconded by Brian and carried.

**Report: Keith Davenport:** In Keith's absence his report was given by Shelley and Athena. Keith's report is attached All sessions for summer day camp are full and have waiting lists. 3 rooms in the high school will be used for the day camp.

**Report: Shelley Lester:** Application has been submitted for United Way funding. Summer camp preparations are continuing. Budget preparations have begun. Note that the 4H Coordinator is leaving. New director continues to be easy to work with.

**Report: Rick Alvord:** Budget season has begun for the county.

**New Business:** Village contribution of \$2,500.00 is due. Motion to pay by Kristin, seconded by Kayla, motion carried.

**Summer Campership discussion:** Requests are high: \$12,855.00. We cannot do nearly that much. Reserves are \$2,000.00. After much discussion, a motion was made by Kayla to use an additional \$3,000.00 from the Youth Commission, motion seconded by Brian. All were in favor, motion carried.

**Senior scholarship recipients were named:** Youth Rep Elizabeth Dykeman, Youth Rep Madalyn Perkins, Natalie Sizemore and Nicholas Hall.

Meeting adjourned at 7:50PM

Next meeting is August 7, 2024 @ 7:00PM

Submitted by  
Elizabeth Conger  
Vice Chair

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**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, June 17, 2024 at 7:15pm, 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 discussion will be had to determine a proposed amendment that will increase the rents charged for sewer services. The effective date of the rate schedule is scheduled to be July 1, 2024.

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 (607) 898-3966 immediately so your particular needs can be accommodated.

By order of the Board of Trustees.

Nancy Niswender  
Village Clerk