

Groton Village Board of Trustees

Monday November 16, 2020 - 7:00pm

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

Board Members

Trustee Conger
Trustee Morey
Trustee Walpole
Trustee Holl
Mayor Neville

Others in attendance:

Nancy Niswender - Clerk
Charles Rankin - Admin
Lt. Troy Boice
Alvin Howell - WWTP
Steve Teeter - Elec Suprv
Chad Shurtleff - DPW Suprv.
Ben Nelson - GFD

Rick Neville
Lee Shurtleff arrived at 7:28pm
Jared McCormick

Trustee Walpole made a motion to approve the minutes of the October 19, 2020 Board Meeting, 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

A9730.6	BAN Principle to H Fund	\$	10,000.00
to			
A9950.9	Tfr Capital Project to H Fund	\$	10,000.00
A7310.11	Youth Pers - decrease Correct	\$	1,600.00
A2071	UW Grant - decrease- Correct	\$	1,600.00

Water Fund

F511	Approp Res	\$	9,295.32
to			
F9950.9	Tfr to Cap Proj - HH Fund	\$	9,295.32

Seconded by Trustee Morey, all in favor, carried.

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

Abstract #6

GENERAL	\$	70,926.42
WATER	\$	2,823.69
SEWER	\$	22,308.04
ELECTRIC	\$	63,707.80
JOINT REC	\$	15.64
CAPITAL	\$	29,620.32

Monthly Department Reports:

Electric Supervisor Teeter

- Service upgrades were completed - from 60 amp to 200 amp
- Library service turned on and inspected
- Christmas decorations to begin going up and will be helping with Freeville's decorations.
- Auction Items to be cleaned up.
- Holiday Light contest discussed - one board member, Trustee Conger, one Electric Employee, Mike Perkins, one Office Employee, Olivia Howarth, one resident, Janet Watkins.

DPW Supervisor Shurtleff Report Submitted:

Department of Public Works

October 19 - November 16, 2020

Completed Work/Projects:

- Completed fire hydrant flushing
- Water plant general maintenance
- Haul in 400 Tons of sand for road treatment
- Repair a storm water pipe on Clark St.
- Prepare trucks for snowplowing
- Service equipment
- Continue leaf pickup
- Respond to house fire on Groton City Rd.
- Repair a 6" water main break – Peru Rd.
- Complete water samples
- Plug a sewer line that was connected to an old septic tank – Roosevelt Ave.
- Winterize park facility

Schedule of Work

- Fire hydrant maintenance
- Finish leaf pickup

Additional Comments:

West South Street - Dirt coming through the blacktop. DPW will go in and grind down and patch.

Lt. Boice - Police Department Report:

of Complaints

- | | |
|-----------------------------------|-----------------|
| • Monthly report for October 2020 | 200 |
| Year to Date 2020 | 3325 |
| Year to Date 2021 | <u>2371</u> |
| | -954 difference |
| | -29% increase |

Waste Water Treatment Plant

Trustee Walpole Reported:

- Winterizing done. Muffin Monster electrical work done.
- All else going ok.

Trustee Conger Reported on Recreation and Youth Committees:

Joint Recreation -

No Meeting - combined Nov-Dec meeting tomorrow night.

Youth Committee

- Nick Wagner: Nick spent some time shadowing other program managers in the county to see what and how their programs are run. He will be taking courses in Youth Development. He will be meeting with Tompkins Weekly reporter Linda Competillo for news article about the role Youth Services will be playing in the future. Two sites have been found to hold programming: Masonic Hall and St. Anthony's Church. November will be Masonic Hall and December at St. Anthony's. Concerns about transportation to the Church. CCE van is available but is limited to 5 passengers (COVID). There is a survey on the Facebook page and parents are encouraged to complete it. Ideas for Community Service projects include hazardous waste management and doing window designs, not sure of the topic for those yet. Nick needs a new computer, cost to be ~\$650. There is money in the budget for this. Motion to purchase from Glenn Morey, seconded by Susan Bishop, motion carried. Also, an air purifier is being purchased to use in the 2 building where programs are to be held.

- Sara Knobel gave a short report on the Library addition. School Superintendent Margo Martin came to the meeting and explained what the guidelines would be if groups would be allowed to use the school building.
- Shelley Lester: see information in Nick's report above. Also, Shelley shared early results from the Facebook survey. 15 responses so far. First question asked if parents felt safe sending their child with all CDC and NYS guidelines in place. All 15- yes. Also looking to do a family activity in the evening. Seeking suggestions for types of activities: anything physical, board games, book club, Legos club.
- Rural Youth Services Director Kate Shanks-Booth
Budget to Legislature: 12% reduction, as expected, but will be hiring a 4th full-time staff person. State aid cut by 10%.
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Additional discussion on the basketball hoops and whether they should be put back up.

Report from Fire Chief Ben Nelson submitted:

- 158 Fire and Rescue Calls
- 709 Ambulance Calls
- 867 Total Calls YTD
- Halloween went well. Chicken BBQ did ok, but not as good as they hoped.
- Wardens meeting discussed Santa visit and tree lighting. On December 12th - Santa will go for a ride in his sleigh mid afternoon. Encourage kids to write to Santa & put in Mailbox.

Code Officer Andersen Reported:

- 32 Window and Roof Permits - \$208,237 worth of work.
45 Building Permits - \$1,178,540 worth of work.
- Dollar Store Open - Some people unhappy that they are not carrying food products, but this is beyond our control.
- Rackers Center new building - need to make some corrections. They need to change a whole house sewer trap and conduct a blower door test.
- Some Complaints on trash at Pirro's place on Main St. He came down and cleaned up. Boxes of free food give away tossed on lawn. He was ticketed and tenants will be ticketed next time it happens. Another ticket issued on East South St. for trash littering. We should review the code and tighten it up concerning trash and responsibility.

Action Items:

- Trustee Conger made a motion to adopt a resolution to return unpaid taxes of \$41,062.58 with interest and penalties of \$3,366.99 – total of \$44,429.57 to Tompkins County, seconded by Trustee Morey, all in favor, carried.
- Review of Tompkins County Mitigation report submission.
- Discussion Items to Auction. - Auction International will take pictures and post on their site.

Presentation from Jared McCormick:

- He spoke with Trustee Holl and Clerk Niswender - reviewed the documents. Would be willing to offer his guidance. The documents showed \$400 sq ft. FD \$200 sq ft/ bunk rooms, Equipment/Mechanical rooms about \$275, office space \$250. After some research it appears some items were overbuilt. Speaking with Mike in his professional opinion felt it could be built for original budget, but it would depend on the requirements that would be necessary for a municipal building. Material costs are up right now and hopefully will decrease once production begins again. Some of the plumbing and HVAC had areas that could be modified. Architectural design is normally 4% to 6% of construction cost. Ideas would be to do critical items first, cutting space, changing some items may help. There was discussion on what type of mechanical items would transfer and what would be required. As a municipality he mentions that if you have the architect on the other side of the contract - they may not be looking out for your best interest. If the Architect is hired separately, they act as your agent. Trustee Holl asked would it be beneficial to re-bid our current plans? It would require either reinstating our relationship with beardsley or having another firm acquire a release and redesign.

Old Business:

- Clerk Niswender gave an update Zoning Board - we have passed the zoning board information on to one person who showed interest. We need to continue to search for members.
- Clerk Niswender gave an update on Social Media possibilities including Facebook. Angela has set up a Facebook page. We have tried to set it up with no comments, but so far the settings are still letting comments through. We could go live and state that we will not reply to comments.
- Clerk Niswender reported that she submitted the request for assistance from Tompkins County Department of Planning and Sustainability. They are in the final stages of choosing the projects that they plan to work with.
- Update on Owasco Lake Management Council Documents and requests for resolutions:
OLWMC's Lake Friendly Pledge, Sediment Control Ordinance
These Items tabled, we will see what the Cayuga County Watershed decides on.
A flow meter was put in near the walk bridge and they asked about erosion at the new Racker's Center home.

8:44pm Trustee Conger made a motion to adjourn to executive session to discuss specific personnel concerns , seconded by Trustee Morey, carried.

9:18pm Trustee Conger made a motion to return from exec session, seconded by Trustee Walpole, carried.

A discussion of employee travel and COVID quarantine. Trustee Conger made a motion to continue to allow employees to be paid for COVID quarantine without using personal time unless the employee traveled on personal time into areas that required quarantine upon return. If the employee is unable to work from home then they would need to use their personal time for Quarantine., seconded by Trustee Morey, carried.

Next Monthly Meeting - Monday December 21, 2020

Trustee Walpole made a motion to adjourn at 9:20pm

Respectfully submitted,
Nancy Niswender
Clerk-Treasurer/Administrator