

Groton Village Board of Trustees Meeting

Monday, May 16, 2022

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

Eric DeForrest - Fire Chief

Lee Shurtleff

Marilyn Brady

Lela Bones

David Herrick

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

General Fund

A1990.4	Contingency	800.00	A1990.4	Contingency	1,130.00
A1620.42	Bldgs - Heating P&F	800.00	A1325.4	Treasurer Cont.	80.00
A9060.8	EE Group Medical	31.00	A1410.4	Clerk Treas Cont.	115.00
A9089.8	EE Benefits	31.00	A1440.4	Engineer	935.00

Water Fund

F8340.1	T&D PS	1,500.00	F1990.4	Contingency	1,195.00
F8330.1	Treatment PS	1,500.00	F8310.4	Water Admin	130.00
F1990.4	Contingency	1,413.35	F8330.4	Water Treatment	950.00
F8310.4	Admin. Contr.	600.00	F8340.2	Water Trans. Equip	115.00
F8330.4	Treatment Contr.	700.00			
F8340.2	Transmission Contr.	113.35			

Sewer Fund

G8120.1	Sewer Lines PS	50.00			
G8130.1	Treatment PS		50.00		
G1990.4	Contingency	1,000.00			
G8130.4	Treatment Contr.		1,000.00		

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

Abstract #12

GENERAL	169,790.19
WATER	22,881.57
SEWER	15,306.17
ELECTRIC	100,957.16
JOINT REC	1,104.40

Seconded by Trustee Holl , all in favor, carried.

Monthly Department Reports:

Electric Department:

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

- May 6th Jack & Carson participated in UDig training.
- Carson finished his 1st week of his 1st year of training.
- Jack starts his 2nd week of his 2nd year of training next week.
- Difficulty getting electric supplies - many weeks out to receive. Using what we can to get things up and running for Ross Field.

Department of Public Works

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

- Used a little different mixture of sand and salt on the winter roads. The roads look better with the new mix.
- Pool paint again on back order. Unsure if it will arrive in time.
- Rich Houghtling started last week.

Waste Water Treatment Plant

Trustee Walpole Reported:

- Checked in with Alvin - he has been doing general maintenance, mowing, trimming.
- 2 motor on actuator replaced and 2 backups in stock
- Having issues with the press and hauler not showing up as scheduled. Using a lot of polymer and still not taking care of the problem.
- Chad will contact CT Male to see if they have any ideas on haulers.

Police Department

Lt. Troy Boice Reported

- At range today - training will be complete tomorrow
- 3 resignations - Kevin Forney, Don Lyke, Eric Merlin
- CPR and Narcan Training today

Fire Department

Chief Eric DeForrest reported:

YTD

Ambulance Calls	309
Fire Calls	82

- Staying busy - frequent calls
- Toured C&D assembly to see emergency concerns.
- Parade invites coming in - McLean, Newfield, Locke
- Radio upgrade - Motorola upgraded the software

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)

Groton Youth Commission

Trustee Conger reported:

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

Action Items

- Trustee Morey mad a motion to adopt the Resolution authorizing the Mayor to sign the 2022 Tax Warrant for \$920,386.40 with water releives of \$21,446.02 sewer releives of \$17,431.98 and unpaid charges of \$45.00, seconded by Trustee Holl, all in favor, carried.
- Trustee Morey mad a motion for approval of Groton Fire (\$142,500) and Ambulance (\$147,500) Service Contracts, seconded by Trustee Holl, all in favor, carried.
- Trustee Conger made a motion to approve Groton Fire Department Fireworks Permit, seconded by Trustee Walpole, all in favor, carried.
- Mayor to Appointed Summer, Seasonal and Temporary Staff Positions as provided on listing.
- Trustee Holl made a motion to have the Board authorize the Mayor sign the 2022 Tompkins County Spring CC Grant contract of \$1,500 for Groton Old Home Days, seconded by Trustee Morey, all in favor, carried.
- Trustee Conger made a motion to have the Board authorize the Administrator sign the 2022 United Way Summers of Service Grant contract of \$1,600 for a summer intern, seconded by Trustee Morey, all in favor, carried.
- Fire Department Applications reviewed:
Nathan Forehand - Hooks
Matthew Huller - Conger
Kevin Griffin - Hook member approval upon receipt of application.
Trustee Conger made a motion to approve the Fire Department applications, seconded by Trustee Holl, all in favor, carried.

Presentation & Discussion Items

- Discussion with Marilyn Brady on Community Garden. A group would like to prepare the garden this year for planting next year. She has researched the reasons it was abandoned and would like to get it going again. They would like to suppress the weeds this year. This will require a lot of support and supervision. The library has started a club and hopefully they can help with the project. They will look at finding help to manage. The Board is interested in the seeing the plan and agree to have them get it going.
- Lela Bones - Community Wide Garage Sale Discussion
Spoke with Christine about a sale in 2019. We can share what we had done with this and are ok if Lela would like to manage one this year.
- Discussion with David Herrick from TG Miller on Rick Uhl Project.

David reviewed items that were of concern that would need to be addressed in the building of the project. It was discussed that Rick would be required to follow the specifications listed in the letter/report which was emailed to him on Friday, May 13, 2022.

8:14pm Trustee Conger made a motion to go into Executive Session to discuss a specific employee and property, seconded by Trustee Holl, carried.

8:20pm Trustee Conger made a motion to return from executive session, seconded by Trustee Holl , carried.

8:30pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Electric Department Report

May 9, 2022

Work Completed

Tree trimming

Serviced trucks

Set new guy pole & guy on Main Street

Hooked up temporary service and installed security light on Railroad Ave.

Set new pole on Main Street – service to H&R Block

Snow plowing

Put up banner for National Prayer Day

Hooked up new service at 214 Elm St. and installed 4 new meters

Turn off service at 143 Main St. so electrician could change main breaker

Repaired guys & ground wire on pole 20-16A on W. South St. – car accident

Read meters

Non pay shut off's

Set temporary pole & hooked up service for job trailers at Ross Field

Jack started his 2nd year of apprenticeship training

Replaced brakes on spare pickup

Brush chipping



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
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 April 18 – May 13, 2022

Completed Work/Projects:

- Street sweeping
- Yard repair and clean up from plowing snow
- Clean up from snowstorm on 4/19/22
- Clean in place and maintenance at the filter plant
- Read meters
- Retire water service at Ross Field
- Repair broken items on the portable stage
- Repair a plugged sewer a 315 E. Cortland St.
- Chad and Alvin attend water school
- Flush fire hydrants
- Repair a water leak at 314 Spring St.

Schedule of Work

- Open the park and pool
- Replace fire hydrant at 200 W. South St.
- New water service to Benn Conger Inn

Village of Groton

Fuel Usage Report in Gallons

Dates: 05/13/2022

	Unleaded	Diesel
DPW	190	137
Electric	144	41
Fire	119	34
Police	342	

Village of Groton
 Code Officer Report
 16-May-22

May 2022	# of permits	Est. cost of project	Permit cost
Building Permits	2	\$17,420.00	\$53.00
Roofing Permits	3	\$41,560.00	\$107.50
Window Permits	1	\$4,500.00	\$85.00
Shed Permits			
Misc. permits	1		\$25.00

YTD

# of permits	Est. cost of project	Permit cost
11	\$96,902.91	\$386.00
11	\$140,142.43	\$424.80
5	\$40,800.00	\$320.00
1	\$ -	\$25.00
2	\$9,500.00	\$75.00

Been getting a lot of complaints regarding yards with trash and rubbish everywhere. With the weather being nice I've been out driving around the village everyday. Had class two weeks ago next class won't be until the end of June.

GROTON JOINT RECREATION COMMITTEE
May 03, 2022, 5:30 PM

Scott Weeks called the meeting to order at: 5:35pm

Present were Betty Conger, Scott Weeks, Crystal Young, Monica Dykeman, 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: Betty Conger

2nd by: Monica Dykeman

carried.

Financial Reports were reviewed for March 2022. Accept this for audit.

Motion made to approve the financial report by: Betty Conger

2nd by: Jennifer Foote-Dean

carried.

Approve Meetings for next year:

June 6, 2022

December 6, 2022

NO July 5, 2022

NO January 3, 2023

August 2, 2022

February 7, 2023

September 6, 2022

March 7, 2023

October 4, 2022

April 4, 2023

November 1, 2022

May 2, 2023

Motion made to approve: Monica Dykeman

2nd by: Jennifer Foote-Dean

carried.

Recreation Director Report

Spring 2022 Planning

- Softball & Baseball Updates: Field space continues to be an issue. One non-school field would make a huge difference. It was recommended to check with the mayor regarding any fields he may know of that we could use.
- Indenting by Tennis Program- Waiting on court repairs.
 - Women and Girls Self-Defense- May 24-June 2, Tue/Thurs. 4-7pm at the Elementary school.
 - Dance with Camille- Mondays at Fire Hall. Dance Recital in May.
 - Yoga Class- Session 3 April 20-May 25, \$20. Wednesdays 3:50-4:50pm

Summer Planning

- Booklet is out in the community. Registration is open!
- Summer Concerts: All concerts and food trucks are scheduled. Flyers are out.
- Summer Hires:
 - Hope Twitchell (Rec assistant), Chloe Conger (Arts & Crafts Lead), Megan Cute (Arts & Crafts Asst)
 - Pool Director and Head Lifeguards are hired. Currently we have 12 Lifeguards.

Fall Planning

- Soccer Registration is open.
- Youth Football & Cheer registration is on hold until new committee members are found.
- Cross Country is on hold until volunteers are found
- Fall Dance, Yoga, Kung Fu possible
- Labor Day Race

Grants & Professional Development:

Community Foundation: Application submitted

United Way- Application submitted

USA Swimming Learn to Swim Grant- AWARD \$1,300

Summer Concerts Grant- AWARD \$800

Supporting the Sciencenter on a NASA Grant Proposal

Legacy Grant for Tennis Courts- \$5,000 Award deferred to 2022

Discussion/Action Items

There is a meeting on Monday, May 9, 2022, regarding the MOU. Clerk Treasurer, Nancy Niswender, Jennifer Jones, Crystal Young, Monica Dykeman, and a few others will be in attendance.

Youth sports insurance coverage has no update, but Monica suggested we ask coverer, Chris Dempsey, to attend a joint rec meeting to explain what exactly is needed. Then can report to each sport committee and explain what is needed for them to remain covered. If the sport committee declines to follow what is asked, they will have to get their own insurance, will most likely have a hard time using our new fields, will lose our promotion of the sport, and more.

Jennifer Jones and Crystal Young noted that both the town and the village have started a fund to start saving money for a pool update. With the new savings to go toward a new pool along with grants, the committee is hoping to be able to have enough money for pool renovations.

Trail Updates

Trees have been planted along the trail from Spring St Ext. The boy scouts will maintain throughout the season.

Still seeing people participating in the geocaching. Jennifer suggested maybe adding another one.

Story walk was vandalized within the last month but has been taken care of and fixed back to normal.

Jeff Cronk and Scott Weeks have still been working on communicating with the last person to complete the Christmas tree trail. Once we get confirmation that they are okay with the plan to extend the trail over their property then we can move forward and complete the addition of the Christmas tree trail.

Motion to adjourn at 6:25pm made by: Betty Conger

2nd: Jennifer Foote-Dean

Next meeting: June 6, 2022, at 5:30pm

Submitted by:
Olivia Howarth
Village of Groton
Deputy Treasurer



Groton Joint Recreation Committee
Jennifer Jones- Director Report
May 2022

Spring 2022 Planning

- Softball & Baseball Updates: Field space continues to be an issue. One non-school field would make a huge difference.
- Tennis Program? Waiting on court repairs.
- Women and Girls Self-Defense- May 24-June 2, Tue/Thurs.
- Dance with Camille- Monday's at Fire Hall. Dance Recital in May.
- Yoga Class- Session 3 April 20-May 25, \$20. Wednesdays 3:50-4:50pm

Summer Planning

- Booklet is out in the community. Registration is open!
- Summer Concerts: All concerts and food trucks are scheduled. Flyers are out.
- Summer Hires:
 - Hope Twitchell (Rec assistant), Chloe Conger (Arts & Crafts Lead), Megan Cute (Arts & Crafts Asst)
 - Pool Director and Head Lifeguards are hired. Currently have 12 Lifeguards.

Fall Planning

- Soccer Registration is open.
- Youth Football & Cheer registration is on hold until new committee members are found.
- Cross Country is on hold until volunteers are found
- Fall Dance, Yoga, Kung Fu possible
- Labor Day Race

Grants & Professional Development:

- Community Foundation: Application submitted
- United Way- Application submitted
- USA Swimming Learn to Swim Grant- AWARD \$1,300
- Summer Concerts Grant- AWARD \$800
- Supporting the Sciencenter on a NASA Grant Proposal
- Legacy Grant for Tennis Courts- \$5,000 Award deferred to 2022

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 May 4, 2022

The May 4, 2022, meeting of the Groton Youth Commission was called to order by Vice Chairman, Elizabeth Conger at 7:05pm in-person. Members present were Elizabeth Conger, Vice Chairman; Board members Kristin Prugh, Program Manager Nick Wagner, Meghan Guerra Lyons, Shelley Lester, on Zoom were Pegi Ficken and Kayla Esparza

Excused: Chairman, Glenn Morey; Youth Representatives, Emma Kennett and Noah McCormick; Board Members: Sara Knobel, Maria Montreuil, Brian Klumpp

Secretary's Minutes:

Minutes for April were accepted on a motion by Kristin Prugh, seconded by Kayla Esparza and carried.

Report: Nick Wagner:

The Great Groton Cook-Off, Mondays 13 registered – Youth are trying new recipes and enjoying eating nutritious foods that they have not tried before.

Organic Artists, Wednesdays 14 registered – This was the first session and youth enjoyed learning how to “blow out” eggs and using natural ingredients to create artwork.

Photovoice, Tuesdays 10 registered – Youth have really enjoyed learning more photography skills while learning about advocating for youth needs. A skatepark, garbage, and a safe place for youth to hang-out have been the common themes.

B is the youth spotlight. B is a frequent participant in program. B has been enjoying the cooking program and is always enthusiastic and comes with lots of creative ideas. B had concerns with another participant that B had a conflict with. Nick looked at this as an opportunity for both youth to work through this situation. By the end off program the youth were acting friendly and appeared to reconcile.

Report: Shelley Lester: The RYS newsletter was sent out last week. First Quarter Invoices are going out this week. Summer camp registrations are going well. Betty added that there are currently \$1,950 in donations for camp scholarships.

Report: Meghan Guerra Lyons: see attached report. Meghan submitted her monthly report, highlighting items form the County: Betty Conger featured in the Quarterly Youth Service Snapshot Newsletter, assistance is needed for Needs Assessment Adult Survey, and there is an upcoming Inclusion Training on 5/18 from 9-11am virtual (email TALBERT@tompkins-co.org to register).

Meeting adjourned at 7:39PM

Next meeting is June 1, 2022 @ 7:00PM

Submitted by,
Meghan Guerra Lyons
County Liaison

2022 Summer Recreation Hiring List

5/2/22

Name	Position	Hr Rate
Gregory Pinkowski	Pool Director	\$16.50
Daniel Zhe	Head Guard	\$15.00
Laura Krebs	Head Guard	\$15.00
Kailee Payne	Head Guard	\$15.00
Ben Lee	Lifeguard	\$14.50
Dianna Nino	Lifeguard	\$14.50
Kirsten Nygard	Lifeguard	\$14.50
Erin Thompson	Lifeguard	\$14.50
Euan Barclay	Lifeguard	\$14.50
Grace Walden	Lifeguard	\$14.00
Amaya Rose	Lifeguard	\$14.00
Jillian Lucey <small>(Pending completion of Lifeguard Certification)</small>	Lifeguard	\$14.00
Katie Perrine	Lifeguard	\$14.00
Alice Tuluki	Lifeguard	\$14.00
Christopher West <small>(Pending completion of Lifeguard Certification)</small>	Lifeguard	\$14.00
Hope Twitchell	Rec Assistant	\$14.00
Chloe Conger	Arts & Crafts	\$13.50
Megan Cute	A & C Assistant	\$13.25

Appointed 4/18/22

2022 Seasonal Workers

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Hourly Rate</u>
Clint Pullen	Seasonal Laborer	DPW	\$17.00
Zachary Chaffee	Seasonal Laborer	DPW	\$13.20
Kalib Manning	Seasonal Laborer	WWTP	\$13.20
Erin Cummings	Records - PT	Office	\$13.65