

# Groton Village Board of Trustees Meeting

Tuesday, January 17, 2023

## Board Members

Trustee Conger  
Trustee Morey  
Trustee Walpole - Via zoom (non voting)  
Mayor Neville  
Trustee Holl-absent

## Others in attendance:

Nancy Niswender - Clerk  
Chad Shurtleff - DPW Suprv.  
Steve Teeter - Elec Suprv.  
Eric DeForrest - Fire Chief  
Pat Albro - YAWS  
  
Mike Albro - YAWS  
Lt Troy Boice

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

Trustee Conger made a motion to approve the minutes of the December 19, 2022 Board Meeting Minutes, seconded by Trustee Morey, 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:

### **Per OSC - AUD Audit Aje to reclassify ARPA Funds**

#### **For FYE 05/31/2022**

A4089	Federal Aid	24,000.00	
A9901.9	Transfer Other Funds		24,000.00

#### **January 2023 Budget Adjustments**

CD8668.4	Loans & Grants	9,000.00	
CD8686.4	Administration		9,000.00
F1990.4	Contingent	27.53	
F1950.4	Taxes-Water Shed		27.53
G511	Appr Reserves	15,000.00	
G9950.9	Tfr Cap Proj		15,000.00
G8130.1	Treatment Plant - PS	29,000.00	
G9030.8	Soc Sec	2,300.00	
G9060.8	Medical Ins	20,000.00	
G8130.4	Treatment Plant - Cont.		51,300.00
J2350	Town Contribution	190.00	
J9089.8	Employee Benefits		190.00

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

#### **Abstract #8**

GENERAL	66,159.60
WATER	11,319.14
SEWER	17,250.37
ELECTRIC	177,257.08
JOINT REC	2,281.53
CAPITAL	7,950.00

Seconded by Trustee Morey, all in favor, carried.

**Monthly Department Reports:**

**Electric Department:**

**Supervisor Teeter report was submitted (attached to the minutes)**

**Department of Public Works**

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

**Waste Water Treatment Plant**

**Mike Albro - YAWS Reported:**

- Continuing to work on the equipment and evaluate the processes. Some additional repairs will be needed. Contract updates will be discussed and sent to Clerk Niswender for calculation in the 2023-24 Budget.

**7:30pm Public Hearing on Local Law #1 of 2023**

The regular meeting was temporarily suspended and Mayor Neville opened the Public Hearing on Local Law #1 - A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW §3-c . (attached)

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

Trustee Conger made a motion that the Local Law No. 1 of 2023, TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW §3-c be adopted, and upon roll call:

Trustee Conger voted "aye",  
Trustee Morey voted "aye",  
Mayor Neville voted "aye"

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

Trustee Conger made a motion to close the public hearing at 7:36pm, seconded by Trustee Morey, carried.

**Fire Department**

**Chief Eric DeForrest reported:**

	<b><u>2022 Year end</u></b>
Ambulance Calls	815
Fire Calls	194
	<b><u>1009</u></b>

- Chief DeForrest reviewed the annual calls and incidents.
- Fire Department Applications reviewed:  
Angela Conger- Hooks  
Bobbie Jo Haner - Hooks  
Bryan Bernardi - Hooks  
Trustee Morey made a motion to approve the Fire Department applications, seconded by Trustee Conger, all in favor, carried.

## Joint Recreation

Trustee Conger reviewed Joint Recreation report (attached to the minutes):

### Groton Youth Commission

#### Trustee Conger reported:

- No meeting this month

### Action Items

- Mayor Neville appointed the reclassification of Jennifer Jones as Rec assistant at a rate of \$25 per hour, approved by the Joint Recreation Committee.
- Mayor Neville made a motion for the approval of Fire Chiefs:  
Eric DeForrest - 861  
Robert Gallinger - 862  
Michael Lockwood - 863  
Joshua Barron - 864  
Position 865 vacant at this time.  
Seconded by Trustee Conger , all in favor, carried.
- Trustee Morey made a motion to adopt a resolution to use State and/or County bid prices for the purchase of asphalt and bituminous materials and kerosene, diesel and unleaded fuels., seconded by Trustee Conger , all in favor, carried.
- Trustee Conger made a motion to adopt a resolution to participate in the Tompkins County Drug and Alcohol Testing Consortium, seconded by Trustee Morey, all in favor, carried.
- Scheduled first Budget Meeting (Saturday March 4th)

8:00 Trustee Conger made a motion to go into Executive Session to discuss specific employee items., seconded by Trustee Morey, carried.

8:10 Trustee Conger made a motion to return from executive session, seconded by Trustee Morey, carried.

- Trustee Morey made a motion for the Mayor to approve the appointment of Theodore Skibinski @ \$22/hr. as Provisional Part-Time Code Officer upon his acceptance of the position, seconded by Trustee Conger, carried.

8:15pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender  
Village Clerk-Treasurer/Administrator

## **Electric Department Report**

**January 9, 2023**

### **Work Completed**

Changed streetlights on Gerald Moses Dr. to LED  
Replaced exhaust on Digger  
Replaced power steering pump on E1  
Snow plowing  
Safety school in Endicott  
Read meters  
Fixed heaters at sewer plant and fire station  
Replaced battery tender on Clark St. generator  
Installed outlet on outside of press building at the sewer plant  
Replaced pole 86-15 on Carpenter Ave.  
Moved service at 441 E. Cortland St. for siding job  
Help put plows & wings on trucks  
Worked on wall in the garage new wiring switches & putting up steel  
Removed Christmas decorations in Groton, Freeville & Dryden  
Chipped Christmas tree's



# 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

## Department of Public Works December 19, 2022 – January 17, 2023

### Completed Work/Projects:

- Plowing snow & salting streets
- Assist at the Wastewater Plant
- Work on interior wall project at the garage
- Repair a plugged catch basin on Lincoln Ave.
- Assist the Health Care Center with a water leak
- Locate utilities on Walpole Rd. for a gas main project
- Remove & rebuild highline pumps at Clark St.
- Clean in place at the Filter Plant
- Repair the controller on the sewer plant generator
- Install a new sewer tap at the Legion

### Schedule of Work

- Replace the fire hydrant at the sewer plant
- Replace broken door at the garage
- Garage maintenance

Village of Groton

Fuel Usage Report in Gallons

Dates: 01/17/2023

	<b>Unleaded</b>	<b>Diesel</b>
DPW	155	175
Electric	117	43
Fire	177	45
Police	386	

**Groton Joint Recreation Committee**  
**January 3, 2023**

Scott Weeks called the meeting to order at: 5:34pm

**Present were:**

Rec Director Becky Koenig  
Rec Asst. Jennifer Jones  
Elizabeth Conger  
Scott Weeks  
Crystal Young  
Leon Brockway  
Jennifer Foote-Dean  
Nancy Niswender

**Absent**

The minutes were reviewed from the previous meeting.

Motion made to approve the minutes by: Elizabeth Conger  
2nd by: Leon Brockway  
carried.

Financial Reports (November) :

Motion made to approve the financial report by: Elizabeth Conger  
2nd by: Crystal Young  
carried.

**Recreation Director Report**

See Director Becky Koenig/Jennifer Jones report attached

Updates to report:

**Winter Programming**

**Youth Wrestling**

Youth Wrestling has been getting donations towards their wrestling mat purchase. The wrestling group spoke with Monica Dykeman and she said she couldn't buy the mat but suggested hosting a clinic and she could pay for the clinic and they could put the money towards the purchase. New singlets are also being purchased. The first meet is the weekend of January 7th-8th.

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**Indoor Soccer**

Indoor Soccer-Tuesday and Wednesday mornings with Gary Bush for modified and varsity players.

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The gym space is reserved through January and a conversation will be had to see if there is a need to extend the time.

**Babysitting Course**

Recreation Director Becky Koenig is talking with the Red Cross about the babysitting course and

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looking to set it up in March or April as he's available. Jen Dean said her work is doing one in March. The classes are always full and usually have a waiting list.

## **First Day Hike**

First day hike was good, 42 people attended. They had small, medium and large hikes for people to choose from. Shana Snyder has taken a huge role in making this a successful event. This year scouting groups and PTO provided fire pits, cocoa, smore's, and snacks. Jennifer Jones said that

- they were starting to see Pre-Covid numbers again. It was suggested to do a Chili Cook Off next year to increase participation. Jen Dean suggested advertising that there were different levels of involvement people could do.

## **Winterfest/Cabin Fever**

Recreation Director Becky Koenig said that things were moving forward for Cabin Fever. She is

- trying to get the planetarium but they aren't currently offering it. Vendors are signing up and entertainment has been booked.

## **Spring Planning**

Varsity baseball fields are not planned to be finished for the 2023 season. New locations will need to be found for the youth to play. T-ball could be moved to the park or the middle of the track. The larger fields need to be saved for the older players. Daylight is always a concern when scheduling as

- the modified and varsity don't always start/get done on time. They may need to schedule more away games to accommodate. Jennifer Jones suggested thinking outside the box for locations and said that there is a grant from USA baseball to build the fields but not to purchase land.

## **Summer Planning**

Concerts are all booked. Holy Smoked has been booked for 3 nights. Doug's Fish fry reached out to possibly do a night. Firehouse subs may also do an evening. Momo's can fill as needed but it was

- suggested to find new people. If you know of any other food trucks, let Recreation Director Becky Koenig know. Becky will ask the Fire Department if they would like to do another night in addition to the Friday of Olde Home Days.

## **Professional Development**

Recreation Director Becky Koenig will be taking a Pool Management course that is \$120 and will

- also be taking a lifeguard course to prepare for summer.

## **Grants**

Recreation Director Becky Koenig is working on a Beautification Grant through Tompkins County to update the signage and planters coming in and out of the Village. It is a matching grant, volunteer

- hours count towards the matching or funds. It has not been submitted yet. Multiple groups were suggested to reach out to for volunteers. Girl Scouts, Boy Scouts, Interact Club, National Honor Society. It was mentioned that the flags needed to be replaced on the poles and Nancy Niswender said the Village will take care of that.

Concert Grant was submitted after Christmas. The grantor wants to give more money to possibly do smaller concerts or traveling theater groups. It was suggested to use Conger Blvd or possibly the

- Legion in the winter since it would most likely be a smaller crowd. It was mentioned that the Library does the traveling theater group and Becky will reach out to her and talk to them to not overlap.

### **Discussion/Action Items**

Jen Dean asked if there was any plans to do and announcement of the changing of Recreation Directors. It was suggested to put it online and also have Becky Koenig do a bio in the front of the Summer Recreation booklet. Jen Dean also suggested contacting Linda Competillo about doing an article as a goodbye to Jennifer and welcome to Becky.

It was discussed to decide on a payrate to pay Jennifer Jones as a Recreation Assistant effective 01/02/2023. As she helps Becky with transition.

Elizabeth Conger made a motion to pay Jennifer Jones \$25 an hour as needed .

2nd by: Jennifer Dean  
carried.

Groton Project met on 01/02/2023 and it was the 6th time. They are at 61 participants and the numbers are growing each time they meet. They have a track meet on January 15th at Barton Hall and parents want to participate as well. Entrance fees are covered by the 21st Century Grant through the school. It was asked how long the Grant would be able to sustain the program and Scott Weeks said it was supposed to be for 5 years and then should be able to sustain itself. Leon Brockway mentioned that the committee should be thinking about what the Recreation committee will need to do to continue the program.

### **Open Discussion:**

None

Motion to adjourn:

6:34pm made by: Crystal Young  
2nd by: Elizabeth Conger

Next meeting

February 7, 2023  
Will be sports audit meeting

Submitted by:

Angela Conger

Village of Groton

Deputy Treasurer





## Groton Joint Recreation Committee Jennifer Jones- Director Report January 2022

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### Winter Programming:

- Youth Basketball- Over 80 youth participating in grades 3<sup>rd</sup>-6<sup>th</sup>. Games Jan-March
- Younger basketball program- 1<sup>st</sup> & 2<sup>nd</sup> grade, max 40 kids. Starting Jan 19<sup>th</sup>- Feb 4<sup>th</sup>.
- Youth Wrestling- 37 youth participating. Four local meets in Jan & Feb.
  - I also was able to secure a \$400 donation from Cargill towards the youth wrestling program this year. One of our volunteer coaches is an employee there.
- Yoga Classes- Wednesdays 3:30-4:30pm, Jan 5- Feb 23
- ZUMBA Classes- Tuesdays 6-7pm, Jan 4- Feb 22
- Dance with Camille- New session starting Jan 3<sup>rd</sup>. Monday's at Fire Hall.
- Men's Basketball will not be coming back on Friday nights.
- 3<sup>rd</sup> Annual First Day Hike- 32 people & 2 dogs 😊 everyone also went home with a GTS sticker.

### Cabin Fever Planning:

- Saturday, March 5<sup>th</sup>, 2022
    - Building use confirmed
    - Sciencenter
    - Boys Scouts
    - Girl Scouts
    - Art Club
    - Henna by Averie
    - Groton Library
    - Roller Skating
    - Police Dept
    - Historical Society
    - Bounce House
    - DJ Kelly
    - School involvement
- Waiting to hear back from:
- Fire Dept
  - Past Vendors
  - Dan the Snake Man
  - Any other ideas?
  - Need Volunteers (haven't heard back from HS teachers)

### Spring 2022 Planning

- Field issues for spring 2022. Move t-ball and coach pitch to alternate fields
- Sewing Classes by Flow 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.
- 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

- I will be meeting with Nick Wagner, Margo Martin, and Billie Downes this month to coordinate summer programming.
- YMCA Partnership- water aerobics for summer in the pool.
- Summer Concerts: All concerts and food trucks are scheduled.
- Summer Program Planning
- I completed my Lifeguard/CPR/AED certification review in Dec.

### Grants & Professional Development:

- Tompkins Outdoor Grant- Working on application
- Supporting the Sciencenter on a NASA Grant Proposal
- Summer Concerts Grant- Submitted
- Cabin Fever Grant- AWARD \$1,000
- USA Swimming Learn to Swim Grant- Submitted
- Legacy Grant for Tennis Courts- \$5,000 Award deferred to 2022



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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 Tuesday, January 17, 2023 at 7:30 pm, at the Groton Village Office, 143 Cortland St., to consider the adoption of a local law that will override the tax levy limit as established under Section 3-c of the General Municipal Law.

The proposed local law will allow the Village adopt a budget for the fiscal year commencing on June 1, 2023, that, if necessary, exceeds the real property tax levy limit as defined by General Municipal Law §3-c.

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