

Groton Village Board of Trustees Meeting

Monday, October 17, 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.
Eric DeForrest - Fire Chief
Mike Albro - YAWS
Pat Albro - YAWS

Matt Whitaker - Code
Lee Shurtleff - County Rep

Trustee Walpole made a motion to approve the minutes of the September 19, 2022 Board Meeting Minutes, seconded by Trustee Conger, 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

A3501	State Aid-CHIPS Revenue	10,613.46	
A5112.2	HWY - CHIPS Exp		10,613.46

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

Abstract #5

GENERAL	192,941.83
WATER	4,503.79
SEWER	20,197.91
ELECTRIC	77,177.03
JOINT REC	9.90

Seconded by Trustee Holl, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter report was submitted (attached to the minutes)

- Both Lineman Apprentice completed their annual trainings.
- Transformers ordered 32 weeks ago are due in this week.

Department of Public Works

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

- Health Department inspection included discussion of the inspection and testing of lead pipes. We will have to look at replacing water services within the next 3 years. Trustee Walpole mentioned we should secure a contractor. We will need to look into this and get further details.

Waste Water Treatment Plant

Mike Albro - YAWS Reported:

- Pulled and cleaned mixers, Pat installed a temporary wash as the unit that is there is unusable. There is a quote for a replacement unit at \$7,950. Several of the items may be able to be purchased separately at a lower price.
- FROSI Report. - Spoke with Matt Russo - There were questions on CT Male's involvement. CT Male has not been recently involved. Mike will contact GHD - they will come in and work with local codes and DEC. They will contact Clerk Niswender with cost. We will determine how to proceed. Mike will contact Matt Russo and inform him of our progress. Once process is determined - testing will be done
- Have been working on getting sludge pick up. The drying beds are getting down. Casella has been picking up. We haven't received a bill yet. Clerk Niswender contacted and left a message. Casella is looking at land application, but this would require additional testing several times a month.
- Discussion and review of Koester quote for alarm systems. We have requested a breakdown of items. We will determine what items we will need as the main item will be the Chlorine gas sensors.
- W20 quote to repair the influent pumps. \$5,150
- Trustee Holl made a motion to adopt a resolution subject to Permissive referendum to transfer up to \$15,000 from Sewer Reserves account for repairs, seconded by Trustee Morey, all in favor, carried.

Fire Department

Chief Eric DeForrest reported:

- 3 structure fire calls and lines down.
- Working with the County on Mutual Aid Response Plan to limit the number of calls where mutual aid is not necessary. This will reduce the number of firefighters and apparatus that get called out
- We have purchased a new laptop to work on necessary reporting.
- Truck or Treat is coming up on the 31st.
- Ambulance calls have been reduced to some of the past frequent addresses.
- Clerk Niswender reviewed the updated Building project report and asked the Board and building committee to review and get back to her in a week, so she can send the updates back for revisions. Once the revision is complete we will send to TG Miller for review before going out for bid.
- Mayor Neville asked about community First-Aid and CPR. Chief DeForrest said he will bring it up to the trainers and see what they can schedule.

Code Enforcement

Officer Whittaker reviewed his report submitted (attached to the minutes)

- A complaint from a resident on Hamilton Square. Matt & Mayor Neville will contact the resident that is concerned.

Joint Recreation

Trustee Conger reported:

- Jennifer Jones has given her resignation. She hopes we can have someone in place to train by January 1st. She hopes to be done by June.
- The Memorandum of Understanding has been updated has been signed by the school, and is ready for Village and Town approval and signature.

Groton Youth Commission

Trustee Conger reported:

- Program Director will not be returning and they will be looking for a replacement.
- Survey's from the parents and staff were handed out.

Other Items of Mention

- Trustee Walpole mentioned that he would like to thank Chad and his crew for the work done on the streets.
- Trustee Walpole would like to thank Girl Scout troop 40011 for the great job they did on the park project.

Action Items

- Trustee Conger made a motion to adopt a Resolution to approve combining Misc. Savings Accounts into one account, seconded by Trustee Holl, all in favor, carried.
- Review and Approval of Application and set up of NYClass Account and to transfer \$200,000.00 Trustee Holl made a motion adopt a resolution Review and Approval of Application and set up of NYClass Account and to transfer \$200,000.00 to, seconded by Trustee Walpole, all in favor, carried.
- Trustee Walpole made a motion to adopt a Resolution to approve travel to the MEUA Engineering Workshop Nov 15-16 for the 4 Electric Department Workers seconded by Trustee Holl, all in favor, carried.
- Discussion and approval on Holiday Lights. Trustee Walpole made a motion to approve the seconded by Trustee Morey, carried.
- Trustee Conger made a motion to Approval and Appointment of Kaitlin Gorton as a Part-Time Paramedic @ \$18.55/hr., seconded by Trustee Holl, carried. Mayor Neville appointed Kaitlin Gorton as a Part-Time Paramedic @ \$18.55/hr.
- Review of the School/Town/Village Memorandum of Understanding. Trustee Conger made a motion to approve the School/Town/Village Memorandum of Understanding and have the Mayor sign., seconded by Trustee Holl.
- Review and discussion of the PERMA the letter to the Governor's counsel - Elizabeth Fine. This will be tabled for further review.
- Lee Shurtleff gave a county update. The County budget was reviewed. There was record sales tax and other funds received. Their fund balance is very high at this time. The Airport and TCAT will receive some additional funds. Several items including Police and EMS positions were discussed. The proposed budget recommendation uses much of the fund balance and decreases property taxes.

8:46pm Trustee Conger made a motion to go into Executive Session to discuss specific employee items., seconded by Trustee Morey, carried.

8:58pm Trustee Conger made a motion to return from executive session, seconded by Trustee Walpole, carried.

No action taken

8:59pm Trustee Walpole made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Electric Department Report

October 10, 2022

Work Completed

Tree Trimming
Repair taillights on F450
Removed dead tree on Clinton Ave.
Repaired streetlights
Read meters
UDIGNY mark outs
Non-pay shut off's
Replaced u joint & serviced pickup
Installed new anchor & sidewalk guy on N. Parkway
Chipped brush
Fixed streetlights for Freeville
Replaced stopped meter at 106 Lincoln Ave.
Cleaned up around shop
Helped DPW pave bad spots around the Village
Serviced light plant



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 September 19 – October 17, 2022

Completed Work/Projects:

- Repair several fire hydrants – general maintenance
- Patch asphalt cuts in the road – potholes
- Repair storm drainage and sidewalk on Lincoln Ave.
- Repair a water leak at the cemetery
- Read water meters
- Topsoil and grass seed where needed
- Clean in place at the filter building
- Assist with paving on Main St.
- Repair road edge and driveway from a new fire hydrant installation
- Remove sidewalk on Church St. for replacement
- Winterized park and pool
- Haul out the spoils pile from behind the Village garage
- Health Dept. inspections of water plants

Schedule of Work

- Continue fire hydrant maintenance
- Pick up leaves
- Prepare trucks for winter

Village of Groton

Fuel Usage Report in Gallons

Dates: 10/17/2022

	Unleaded	Diesel
DPW	138	198
Electric	138	28
Fire	62	124
Police	353	

Oct-22	# of permits	Est. cost of proj	Permit cost
Building Permit	1	\$ 130,000.00	\$ 313.00
Roofing Permits			
Window Permits			
Shed Permits			
Misc. permits			

YTD

# of permits	Est. cost of project	Permit cost
26	\$ 662,860.43	\$ 2,113.00
17	\$ 276,558.87	\$ 545.80
6	\$ 40,800.00	\$ 320.00
3	\$ 32,319.45	\$ 117.00
5	\$ 9,500.00	\$ 175.00

It has been a slow month with permits. I have received a few complaints about yards not being mowed.

Also received a complaint about a property down on Main St. that dug a trench in their back yard about 2-3 weeks ago and they haven't filled it in or done anything with it since.

I am working with Kathy over at the court to get a appearance ticket done up for someone that has not responded to any of the letters Mike or I had sent, and also hasn't taken action in getting the issue resolved. My next class got pushed back from first week of November to the first week of December.