

VILLAGE BOARD OF TRUSTEES
November 20, 2017 7 PM

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Mayor Neville called the meeting to order at 7 pm.

Present were: Mayor Neville, Conger, Morey, and Holl, Charles Rankin-Administrator, Steve Teeter-Electric Utility Supervisor, Mike Andersen-Code Enf., Lance Coit – Fire Chief, Nancy Niswender – Deputy Treasurer

Pledge of allegiance.

Trustee Conger made a motion to approve the minutes of the October 16, 2017 meeting, seconded by Trustee Holl, carried.

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

General Fund

From Police Retirement – 9015.8 - \$4,809.00

To: State Retirement – 9010.8 - \$4,809.00

Seconded by Trustee Conger, carried.

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

GENERAL (A4)	\$157,579.00	JOINT REC (J4)	\$4,219.65
WATER (F4)	19,876.15		
SEWER (G4)	21,778.52		
ELECTRIC (E4)	98,511.07		

Code Enforcement – Code Enf. Officer Andersen reported that he has issued 29 permits as of October 1st. The Fish Farm has been sold to a computer systems business. They have partitioned an area for the computers, the rest of the building to be determined. I had a meeting with Walpole concerning Plastisol being taken over. David Dematteo plans to put in apartments in the church on Church Street.

Express Mart/Dunkin Donuts plans to open after the first of the year. The senior housing complex is planned to be revamped. They will be changing the size of the apartments, updating the emergency system, and new elevators/lifts. Mike to meet with them tomorrow morning to discuss phases and time line.

Trustee Holl inquired about the planned car wash at Expressmart. Officer Anderson stated it is in the plans but no start date yet. Mayor Neville asked about the exit location of the carwash, which Code Enf. Officer Anderson mentioned the car wash would go around an exit back into the parking lot.

Fire/Ambulance – Chief Lance Coit first wanted to thank Jennifer Dean-Foote and Hayley Wheeler for all their planning with Truck or Treat. It was a huge success. The fire department doubled the amount of cider and donuts and went through them in 15 minutes. There was an estimate of 400+ people.

Calls as of today are at 820 for the year as compared with 683 last year at this time. In addition, transport to Upstate Medical this year at 19 as compared to last year at 4.

The Governor signed legislation if an individual is transported by helicopter and stays in medical facility less than 72 hours, Insurance has the right to reject the payment. At this time our location is approx. 26 minutes estimated time by helicopter vs regular transport at 25-30 minutes to Upstate without any delayed complications.

Fire calls normal and Mutual Aid and FAST team (all but 2 have been straight to scene).

Chief Coit discussed the budget numbers being pulled from Fire to Ambulance to cover higher ambulance expenses. An Ambulance is only good for 10 years and is currently on an 8-year rotation to try and get some resale value from them. Taking from funds from the fire side of the budget will reduce future funds needed. Fire engines new cost \$400,000. Firefighter gear cost is \$2,800 per firefighter, to be replaced every 5 years. Some good news: The Fire Department applied for a DEC matching grant for \$1,500. Hose in service & inspected by 10/30/17.

We have received 2 volunteer applications for HOOKS
Ashley Christelli, basic EMT moved from Genoa,
Hallie Neville, both applicants have been accepted by the Board of Trustees.

Chief Coit shared a Public Safety Building magazine with designs and costs for several models to help with reviewing our options for the new Municipal Building plan.

Electric – Supervisor Teeter reported on the engineer's workshop in Syracuse – they have switched around some of the classes – PSC held a class on Shut off rules and regulations, Bucket Truck Salesmen hosted a class on new rules for bucket trucks but were not sure about some of the new OSHA Rules.

Last week the crew helped take down some dead trees in Dryden. Dryden in turn helps with paving in the summer. Just finished putting up Christmas decorations here in the village and are scheduled to go over to Freeville tomorrow to help out with theirs. Working on a section on Peru Rd. Safety school in Endicott next Tuesday. Also working on tree trimming.

Administrator Rankin mentioned problems with flashing signs for school – Supervisor Teeter -some program buttons don't work. (Time changes etc.) It takes quite a while to get them programmed. New quote is \$7,000; ours are too old for repair. State law dictates municipal is in charge of all school traffic control. We will look at other quotes. Mayor Neville inquired if it is on a state road, why is the state not responsible? Administrator Rankin replied that traffic is enforced in the municipality.

Administrator Rankin reported on the semi-annual NYMPA meeting on October 25th. The NYMPA Board is reducing the rate on incrementals from 42 mils to 36 mils in the winter and 31 mils in summer. There is an issue on whether to allow partial NYMPA municipalities for solar/wind incrementals. There will be a vote on this at the December 13th NYMPA meeting.

We don't have net metering in our tariff.

Sewer Department –

Trustee Morey reported Pall Trinity Corp's last trailer done this month with more to be done in December. We are still waiting to hear from Auburn Armature on repair of mixer. Discussion followed on property next to sewer plant. There is a property line dispute. Alvin Howell is buying the property next door.

7:30pm Public Hearing opened

Administrator Rankin read the Public Notice of the 2015 Small Cities Community Development Block Grant. (attached)

This is the 2nd of 2 hearings that are required.

There were no public comments.

7:33pm Public Hearing Closed

Village of Groton
FY 2015 Small Cities Community Development Block Grant Program
Stormwater Improvements Project

Project: The Village received \$479,671 in Community Development Block Grant (CDBG) funds to be used to make improvements to its stormwater system in two areas of the Village, along West South Street and the Williams Street crossing. Work on West South Street included the construction and installation of new catch basins, piping, backfill, trenching, pavement, curbing, sidewalks, and site restoration along West South Street between Pasadena Avenue and the Owasco Inlet. The Village also replaced water lines along West South Street between Pasadena Avenue and Sykes Street simultaneously with the South West Street stormwater improvements project. The South West Street component of the CDBG Project is complete.

The second component of the project was to occur on Williams Street. Under the project, the Village intended to improve the Owasco Inlet by constructing shallow wing walls upstream, widening the existing channel, and installing new debris racks at the crossing. This component required securing easements on two pieces of private property. The Village was not able to secure the necessary signatures so had to abandon this component. The funding source, the NYS Office of Community Renewal, was notified and allowed the Village to reduce the project scope accordingly, without loss of funds.

CDBG Approved Budget:

<u>Activity</u>	<u>Budget</u>	<u>Total</u>
Improvements	\$411,679	
Engineering	45,000	
Program Delivery	5,000	
Administration	10,000	\$471,679

Progress/Summary:

The deadline for the completion of all work, per the Grant Agreement, is on or about December 11, 2017. As noted above, the South West Street component of the overall Project is complete. The Williams Street component was abandoned with the funding source's permission. The Project is considered complete. Final disbursement of funds is expected by January 11, 2017.

Joint Recreation – Trustee Conger reported the following:

Youth Soccer had a total of 9 teams, there we a total of 57 Cheerleaders. Space for basketball team practice has been a nightmare. Cabin Fever is scheduled for March 3, 2018. The PTO will be doing concessions. The babysitting course is to begin after the 1st of the year. Zumba is going on now. Adult ballroom class to be determined

Dept. of Public Works – Supervisor Shurtleff’s report attached.

The paving on the West South Street project is unsatisfactory. We are holding funds. Chad Kortz to inspect next week.

Public Comments:

Jennifer Dean-Foote reported on Trunk or Treat which was coordinated by Jennifer, Hayley Wheeler and the Groton Fire Department. She thanked the Fire Department and the Village Board for the use of the property. She reported that a lot of people were sharing candy with others that had run out. There was a lot of participation from businesses, organizations, the Village and Town, churches and many individuals. The DPW was fabulous getting area ready. A lot of people mentioned they would like to participate next year. There was a video posted on the GBA website. This is a great place for kids to come together. Mayor Neville mentioned it would be good to have a longer welcome table with more people to help. It was mentioned to maybe change the time to coincide with the Main Street businesses. Jennifer also asked if the Village would again sponsor the Girl Scouts for the grant for the Free Community Night. The Village Board agreed to sponsor for the grant.

The Girl scouts participated in the American Legion Ceremony on Veterans Day.

Administrator Rankin mentioned it was good to see the Girl Scouts and Cub Scouts at the ceremony.

Resolutions & Items for approval:

- Resolution to return unpaid taxes of \$56,235.96 with interest and penalties of \$4,586.89 – total of \$60,822.85 to Tompkins County

Motion made by: Trustee Holl

2nd by: Trustee Morey

Carried: X denied:

- Appoint Elizabeth Richey to an unexpired term on the Zoning Board of Appeals, term ending April 2019 (Replacing Dick Brecht who resigned)

Motion made by: Trustee Morey

2nd by: Trustee Holl

Carried: X denied:

- Appoint Thomas O’Brien to an unexpired term on the Groton Housing Authority, term ending January 2022. (Replacing Kris Buchan, who did not wish to be reappointed last January)

Motion made by: Trustee Morey

2nd by: Trustee Conger

Carried: X denied

Other Items:

Administrator Rankin and Deputy Treasurer Niswender reviewed the two utility software programs being researched. The preferred product is by Logics. This product would allow customers to have online access to their accounts, be able to be cloud based and has several modules that could be added at a later date. We would like to visit a couple other municipalities that are using the software before the final recommendation.

Design Connect is a Cornell University Student Group from the architect program that helps to design projects for municipalities. We submitted a RFP for the Municipal Building Design. The group came out on Saturday to review the site and met with Administrator Rankin. They will be making their decision by the end of next week. If we are selected, there will be a \$500 donation required. The group likes community engagement and would want a public meeting to be held.

Trustee Holl mentioned he will also get in contact with Jerry McCormick – a local architect who expressed an interest.

The closing date set for the Main Street land purchase is November 30, 2017

Jennifer Dean-Foote mentioned being at an event that a Design Connect Display.

Deputy Treasurer Niswender mentioned that she has reached out to a few companies that design and sell buildings and will need additional information before proceeding with them.

Upcoming events:

Fire Department 50th year celebration of the Ambulance – December 8th at the Fire Station

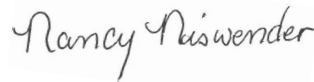
Village Christmas Lunch – December 15th at Stone Hedges

Village/Town Christmas Lunch – December 21st at the Village Garage

8:00pm Trustee Conger made a motion to go to Executive Session to discuss staffing issue, Williams St, West South St, Library and FOIL request. 2nd – Trustee Holl

8:38pm Trustee Conger made a motion to move out of executive session, 2nd by Trustee Holl. There were no votes taken or resolutions adopted during the session.

The meeting was closed at 8:40 pm.



Nancy Niswender
Village Deputy Treasurer

Mayor
Christopher J. Neville

Village of Groton, N.Y.

Clerk-Treasurer
Charles V. Rankin, RMC

Trustees
Elizabeth T. Conger
Jeffrey W. Evener
Michael G. Holl
Jean E. Morey

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Dir of Public Works Supervisor
Chad M. Shurtleff
Electric Utility Supervisor
Stephen E. Teeter
Code Enforcement Officer
Michael P. Andersen

Department of Public Works October 16 – November 20, 2017

Complete fire hydrant flushing
General maintenance at Conger Blvd. wells
Replace 200' of 12" storm water pipe at 106 Walpole Rd.
Install a new water service at 220 S. Main St.
Dig out and raise valve boxes for paving on W. South St.
Preventative maintenance on equipment as needed
Respond to McLean for reported oven fire
Drain and clean effluent tank at WWTP/repairs
Haul in and grade millings at the new Village lot
Temporary repairs to sidewalk and bridge rail on S. Main St.
Begin leaf pickup
Replace 40' of broken storm water pipe on Elm St.
Mill and repave Linderman Ave. and Hillside Place
Read water meters
New plow/dump truck delivered and accepted.

Schedule of Work

Fire hydrant repairs
Prep trucks for winter
Cleanout the Quonset hut storage
Repair curb valve at 112 Morton Ave.

Fuel Usage Report in Gallons 11/15/2017

	Unleaded	Diesel
DPW	253	262
Electric	134	73
Fire		196
Police	351	
Hybrid	30	