

# Groton Village Board of Trustees Meeting

Tuesday, January 16, 2024

## Board Members

Trustee Conger

Trustee Morey

(non voting) Trustee Walpole-Via Zoom

Mayor Neville

Trustee Holl

## Others in attendance:

Nancy Niswender - Clerk

Lt Troy Boice

Steve Teeter - Elec Supervisor

Chad Shurtleff - DPW Suprv.

Eric DeForrest - GFD Fire Chief

Adam Poch - YAWS

Mike Albro - YAWS

William "Skip" Schell

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

Trustee Conger made a motion to approve the minutes of the December 18, 2023 Board Meeting, seconded by Trustee Morey, 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:

A1920.4	Municipal Dues	105.00	
A1990.4	Contingency		105.00

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

	<u>Abstract #8</u>
GENERAL	42,497.91
WATER	9,748.74
SEWER	38,502.49
ELECTRIC	150,159.58
JOINT REC	6,140.75
CAPITAL	160,690.67

Seconded by Trustee Conger, all in favor, carried.

### **Monthly Department Reports:**

#### **Electric Department:**

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

- Carson Bridges has given notice and will be done this week.
- On Jan 23rd Irby will be in with their test trailer and test safety gear at the garage.

#### **Department of Public Works**

##### **Supervisor Shurtleff report submitted (attached to the minutes)**

- Helping keep some sewer lines clear.
- Trainings in Cortland for Zach with Doug Whitney - Beginning Jan 26th.
- Wheel seal on Truck #41 fixed.
- We should look at getting rid of old vehicles, trailers, equipment. Most likely a sealed bid due to their age.

## Waste Water Treatment Plant

### Mike Albro - Yaws Report was submitted and reviewed (attached to the minutes)

- Discussion of quotes on mixers - \$2,363.00 - 2 needed ASAP, 2 others at a later date.
- Discussion of quotes on blowers- \$11,214.80 - 1 done - 3 others needed to be done, 1 ASAP.
- Discussion on the amount of chemicals being used and trying to get the peroxide dosing cancelled.

## Police Department

### Lt. Troy Boice Reported

- Calls up 706 from last year -13.5% - 231 calls assisting other departments.
- Looking at purchasing another vehicle, which is due this year.
- Looking at sponsoring someone when they finish the 1st year at the academy.

## Fire Department

### Chief DeForrest reported the following:

	<u>YTD</u>
Ambulance Calls	905 75 out of district - mutual aid
Fire Calls	205
	<hr/>
	<b>1110</b>

- Annual Report was completed.
- Still dealing with paramedic shortage.
- Total Fire loss \$104,000 - 2 vehicle fires included & 2 major house fires.
- Average out the door time - 4 min and 39 sec. Average on Scene - 10 min 41 sec - up due to mutual aid.
- Ambulance cost recovery in full swing. Going well. About 30% of billing being received.
- Ambulance accident in December. Someone backed into the ambulance. Currently being repaired.
- Question on wait time when arriving at hospitals. Syracuse is the longest. Ithaca and Cortland not as bad. Other ambulances are experiencing the same issue. Shortage of staff at hospitals.
- Grant submitted to PERMA for \$5000 for washer/dryer.

## Joint Recreation

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

## Groton Youth Commission

### Trustee Conger reviewed the Youth Commission report (attached to the minutes):

## Code Office

### Ted Skibinski - Code Officer submitted his report attached to the minutes.

### **7:35pm Public Hearing on Local Law #1 of 2024**

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 Holl made a motion that the Local Law No. 1 of 2024, 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 7:37pm, seconded by Trustee Morey, carried.

### **Presentation & Discussion Items**

- Discussion of change to Local Law # 87-1, Animals at large.
- Discussion of the current Village Fire Station Building and the current Village Office Building.

### **Action Items**

- Review of Building Change Order #8, Flooring upgrade \$21,400.00. The board would like a breakdown of costs to show the amount. The Mayor will review the changes before signing.
- Trustee Conger made a motion to adopt a Resolution subject to Permissive referendum to transfer up to \$51,000 from Building Reserves account for expenses, seconded by Trustee Morey, all in favor, carried.
- Review & Approval of Ithaca Area Development Request for support of \$500 per year on a 5 year pledge. Trustee Conger made a motion seconded by Trustee Holl, all in favor, carried.
- Approval of 2024 Tompkins County Youth Service - Village & Town Contract. Trustee Conger made a motion seconded by Trustee Morey, all in favor, carried.
- Approval of 2024 Cornell Cooperative Ext - Village & Town Contract. Trustee Conger made a motion seconded by Trustee Morey, all in favor, carried.
- Trustee Conger made a motion to adopt the Resolution to approve the Municipal Cooperative Agreement for 2024 with the Greater Tompkins County Municipal Health Insurance Consortium, seconded by Trustee Morey, all in favor, carried.
- Review and Approval of the Groton Jr/Sr PTO Color Run - June 15, 2024. Trustee Holl made a motion seconded by Trustee Morey, all in favor, carried.

Budget Workshop Scheduled for March 2, 2024 9am

8:08 pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender  
Village Clerk-Treasurer/Administrator

## **Electric Department Report**

**January 15, 2024**

### **Work Completed**

- 171 Cayuga St. reattached house service
- Safety school in Endicott
- Built meter test station
- Repaired security lights
- Replace streetlights
- Pressure washed bucket truck
- Serviced bucket truck & digger
- Replaced plugged chemical line at the sewer plant
- Trimmed trees
- Replaced ball joints on E1
- Removed bucket from John Deere tractor & installed push blade
- Read meters
- Tested meters
- Replaced batteries in digger truck
- Changed stopped meter 401 Elm St.
- Inventory of transformers
- Removed decorations (Groton & Freeville)
- Chipped Christmas trees



# 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
Code Enforcement Officer .....	Ted Skibinski
Director of Recreation.....	Becky Koenig

## Department of Public Works December 18, 2023 – January 16, 2024

### Completed Work/Projects:

- Salt & plow as needed
- Repairs made to electric truck E#1
- Dig and install a new water service at 171 Cayuga St.
- Repair plugged sewer at 607 and 615 Elm St.
- Repair brakes and oil leak on truck #41
- Clean in place procedure and repair at the filter plant
- Cut back brush on Pleasant St.
- Install a new water service at 165 Cayuga St.
- Replace faded street signs as needed.
- Rebuild the pipe storage dock at the garage
- Haul snow piles from Main St. and dead-end streets
- Building maintenance at the Village garage

### Schedule of Work

- Install water & sewer on Railroad Ave.
- Install sewer lateral at 165 Cayuga St.
- Lead service line inventory for Health Dept.
- Replace water meters not working.

Village of Groton

Fuel Usage Report in Gallons

Dates: 01/16/2024

	<b>Unleaded</b>	<b>Diesel</b>
DPW	103	208
Electric	22	33
Fire	0	273
Police	17	

## Groton WWTP Update

- Increase in BOD (Biological Oxygen Demand) and solids coming to the plant has increased production at the plant in the past few months.
- Increased loading has led to increased chemical use, press having to operate for extended periods of time.
- Two mixers have lost operation because the seals failed on the equipment. Expecting to have to replace seals on all 4 of the mixers in the near future. (2 ASAP)
- The plant has been handling the weather fairly well. We have increased flows with the rain events. (Infiltration.) Extended time monitoring system during these high flow conditions.
- Increased rain and temperature fluctuations has made it more difficult to dry solid sludge, but we are working hard to achieve dryer sludge.
- Working with the DEC to eliminate peroxide use. (Reduce chemical costs)
- Sample results have looked good leaving the facility.
- Working with GHD to finalize Industrial use permit and put in to action.
- Working with GHD on the press upgrade for the facility.

**Board Meeting – Tuesday, January 16, 2024**

**Ted Skibinski, Code Enforcement Officer**

**Reporting and Accomplishments:**

1. 2023/24 Life Safety Inspections completed – 33
2. Code Violation letters sent in December – 0
3. Building Permits opened in December and January – 3
4. Building Permits closed in December – 3
5. Active Building Permits – 20
6. Legacy Building Permits – 14

*Program Manager*  
Keith Davenport

*Cornell Cooperative Extension Coordinator*  
Shelley Lester  
Athena Steinkraus, Asst. Coordinator

*Tompkins County Youth Services*  
Kate Shanks-Booth  
Rick Alvord

*Youth Representative*  
Ellie Dykeman  
Maddie Perkins

# 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  
Kristin Prugh

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## Meeting Minutes January 3, 2024

The January 3, 2024 meeting of the Groton Youth Commission was called to order by chairman Glenn Morey at 7:02PM. Members present were Elizabeth Conger vice chairman, Kristin Prugh, Brian Klumpp, Co-op Extension Coordinator Shelley Lester, Rural Youth Services Rep Richard Alvord, Program Manager Keith Davenport. Members Sara Knobel, Pegi Ficken and Kayla Esparza were excused. Youth Rep Ellie Dykeman and Maddie Perkins were excused (it is basketball season).

### **Secretary's Minutes:**

Minutes for December 6, 2023 were accepted on a motion by Glenn, seconded by Brian and carried.

**Report: Shelley Lester:** The CCE rural program managers are all in place, 8 managers. New CCE director is Cynthia Gaetni. Also, a new finance director has been hired and a full staff of 5 people.

**Report: Rick Alvord:** A new director for City of Ithaca has been hired, Greg Houck. Newfield now has a program for the first time in 10 years. Youth Services has created a new position: Youth Services Specialist.

**Report: Keith Davenport:** Recruiting at the middle school. Also, see report attached.

**New Business: none**

Meeting adjourned at 7:36 PM

Next meeting is February 7, 2024 @ 7:00PM

Submitted by  
Elizabeth Conger  
Vice Chair

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## Meetings And Trainings

- Dec 8, Library Tour & Discussion
- Dec 12, Supporting Our Students: Marijuana Legalization & Student Vaping
- Dec 12, Elementary School Tour & Discussion
- Dec 13- 14, Facilitating Youth Programs Training
- Dec 15, Rural Youth Services Holiday Meeting
- Dec 19, 20 Meet & Greet Middle Schoolers: Apple to Apple, Egg Ornaments
- Dec 22, Diversity, Equity & Inclusion Training



## Cooking Around the World

This session we will be learning the art of cooking. By discovering unique cultural dishes from 6 different countries. We will roll with some choices that will be presented.

Middle School Students Wednesdays 3-5pm:  
Jan 10, 17, 24, 31 Feb 7, 14



## Timber Treasure Woodcraft

This session on Timber Treasure Woodcraft we will be building laptop trays using an array of hand tools. We will individualize the tray to the students wants. So some designing will be implemented.

Middle School Students Thursdays 3-5pm:  
Jan 11, 18, 25 Feb 1, 8, 15

Keith E. Davenport, Groton Program Manager  
kd528@Cornell.edu (315) 283-5476



# WE ARE EXCITED TO START!!!

Check out, Groton Youth Services Facebook Page!!!



## CHARMED CHAMPIONS

For this session we will be playing an array of games the first hour we will play group interactive and physical games like human knot. The second hour will be more board game style games. The last day there will be a group challenge. The students do not know this but I am planning an escape room!!!

Elementary Students Tuesday 3-5pm: Jan 9, 16, 23, 30 Feb 6, 13



## THE PATHFINDERS

This session there will be many fun activities like basic cooking on fire, cross country skiing, sledding, and many games. Please come dressed for the weather. There will be learning components as well like writing a scientific journal to there own design.

Elementary Students  
Mondays 3-5pm: Jan 8, 22, 29 Feb 5, 12

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Registrar Here: <https://bit.ly/GrotonRYS>



**Groton Joint Recreation Committee**  
**January 2, 2024**

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

**Present were:**

Rec Director Becky Koenig  
Scott Weeks  
Jennifer Foote-Dean  
Elizabeth Conger  
Angela Conger  
Leon Brockway

**Absent**

Crystal Young

The minutes were reviewed from the December 5th meeting.

Motion made to approve the minutes by: Elizabeth Conger

2nd by: Jennifer Foote-Dean  
carried.

The financials from November and December were not yet available

Motion made to approve the financials by:

2nd by: N/A  
carried. N/A

**Recreation Director Report**

See Director Becky Koenig's Report attached

Updates to report:

**OTHER PLANNING**

Recreation Director Becky discussed only having kid focused vendors and people that are doing activities or something kid related. Jennifer Foote-Dean suggested making a Vision Statement around those qualifications to explain to vendors who may be used to coming that aren't necessarily kid focused. Priority will go to vendors that meet the new criteria.

- Recreation Director Becky contacted Fr. Grainger again to discuss the use of the fields, Leon Brockway asked if she was including the baseball committee in the discussion. She said she will once she gets to finally meet with him.

- The MyRec software migration is going well. Recreation Director Becky anticipates it being ready the first of February. Leon Brockway asked about getting demo for the committee. It was also suggested to do an instruction/walk through presentation for users. Becky will look into marketing material and advertising tools for it.

- Recreation Director Becky has contacted the Football, Soccer and Baseball committees to request the financial reports. The plan is to review them at the February meeting as long as the reports have been received.

**Discussion/Action Items**

- None

**Open Discussion:**

None

Motion to adjourn: 6:29pm

made by: Elizabeth Conger

2nd by: Jennifer Foote-Dean

Next meeting

February 6, 2024

Submitted by:

Angela Conger

Village of Groton

Deputy Treasurer



**Groton Joint Recreation Committee**  
**Becky Koenig- Director Report**  
**January 2024**

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**Winter Planning**

- Yoga- (Tues 10-11am; Thurs 6:30-7:30p)- 1/9-2/15
- PiYo (Combo of Pilates & Yoga) and Kickboxing classes (Mon & Thurs 5:45-6:30p) 1/8-3/28
- Youth Basketball- Games for 5<sup>th</sup>/6<sup>th</sup> start this weekend.
- K-2 Skills Clinic- Jan 6<sup>th</sup>-Feb 10<sup>th</sup> Saturdays 9-11:15a. 24 participants so far.
- Wrestling season has started-First Tournament Jan 14th
  - Home Tournaments approved for Sat Feb 3rd
- Adult Co-Rec Volleyball will start Jan 29<sup>th</sup> Monday nights 7-8:30p

**Spring Planning**

- Senior Programming- Need to connect with Patty Miller
- 1<sup>st</sup> Day Hike --~100 people in attendance.
- Youth Volleyball Clinic- 6 weeks March-April 5<sup>th</sup>-8<sup>th</sup> grade.
- Bike Walk Tompkins- Bike Tune-up/Maintenance program
- Cabin Fever- Saturday March 2<sup>nd</sup> 12-4pm Emailed 45+ groups/organizations inviting to the event. The focus is providing hands on activities and/or learning opportunities.
  - Johnson Museum, Cornell Lab of Ornithology, Groton Project, Sweets & Treats 4-H, Groton Youth Services.

**Other Planning**

- Cross Country Skiing Equipment.
  - Possibly getting equipment from Elementary School PE.
- Fr. Gagnier is willing to discuss the use of the church fields. Working to set up a meeting with all decision makers. Trying for a Jan/Feb meeting.
- Requested financial reports from all youth sports teams.
- MyRec software meetings have started. In the training phase. Should be running by the first of February.

**Grants:**

- |                                 |                   |
|---------------------------------|-------------------|
| • Summer Concert Grant:         | Submitted Request |
| • Community Celebrations Grant: | AWARD \$1,200     |
| • Community Foundation:         | AWARD \$3,500     |
| • United Way:                   | AWARD \$1,500     |

**Professional Development**

- Water Safety Instructor certification (\$550)- Will schedule for spring.

## Nancy Niswender

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**From:** Heather D. McDaniel <heatherm@ithacaareaed.org>  
**Sent:** Tuesday, January 16, 2024 11:37 AM  
**To:** Nancy Niswender  
**Subject:** Re: Request for support  
**Attachments:** Th!nk Tompkins\_CaseStatement\_IAED Final.pdf

Hi Nancy,

Thanks for reaching out. I am attaching our case statement for investment if you wanted to share that with board members. About 1/3 of our funding comes from investors, businesses and towns/villages and organizations that support our mission to make Tompkins County a place where business can thrive, increase job opportunities and increase the tax base. The county provides another 24% of our funding. About 1/3 of our projects are in the City of Ithaca and the remainder spread out over the county where business and industry is located, including Groton.

On the planning/leadership/strategy side of house we are responsible for a countywide economic development strategy, which we will be updating this year. We completed a countywide water and sewer infrastructure study last year that included all the water/sewer purveyors in the county with recommendations on opportunities/needs for upgrades/redundancy. I do sit on the executive committee of the southern tier regional council, which recommends projects for State funding. If the Village of Groton is successful in its NYForward application (which I believe they will be), I will be the county representative that sits on that oversight committee. In this capacity, I have also helped numerous businesses apply for and receive funding for various projects throughout the county.

On the business services side of house we primarily work with traded sector industry - those selling a product or service outside the area, tend not to compete with other local business, and are generally manufacturing and high tech companies that create long term, good paying jobs. We have assisted C&D Assembly numerous times as well as delivering incentives to the businesses over on Gerald L. Moses Drive - The IDA, which we manage on behalf of the county, phases in new property taxes associated with those large investments in property and new development. As part of our business services program, we meet with the manufacturers throughout the county on a regular basis to understand their needs, deliver direct incentives or referrals for other incentives, and advocate for their needs at the local, regional, state and even federal level.

Over the last two years we have added workforce development to the work we do. We are convening the manufacturers throughout the county, understanding their needs, and have designed a 4 week entry level training program that puts people to work in positions with beginning wages over \$21 an hour. We see lots of opportunity to partner with the Groton High School to pipeline graduates into direct employment, including with C&D Assembly which is one of the manufacturing partners on this project. We have had great feedback on this manufacturing partnership and are expanding the program into the construction trades - both a union and non-union track - we will be spending the bulk of this year building that program out.

Those are some of my initial thoughts.

I appreciate your consideration for support.

Heather

**RESOLUTION AND SIGNATURE DOCUMENT TO APPROVE MCA YEARLY**

**Approval of the 2024 Municipal Cooperative Agreement for the Greater Tompkins County  
Municipal Health Insurance Consortium**

WHEREAS, the Village of Groton is a Participant in the Greater Tompkins County Municipal Health Insurance Consortium (the "Consortium"), a municipal cooperative organized under Article 47 of the New York Insurance Law, and

WHEREAS, the municipal participants in the Consortium, including this body, have approved and executed a certain Municipal Cooperation Agreement (the "Agreement"; effective date of October 1, 2010), and

WHEREAS, Article 47 of the New York Insurance Law (the "Insurance Law") and the rules and regulations of the New York State Department of Financial Services set forth certain requirements for governance of municipal cooperatives that offer self-insured municipal cooperative health insurance plans that requires any amendments or restatements thereto, shall be subject to Board review and upon acceptance of any new Participant hereafter, and

WHEREAS, the Municipal Cooperative Agreement requires that amendments to the agreement be presented to each participant for review and adopted by a majority vote by its municipal board, and

WHEREAS, the Village of Groton is in receipt of the proposed amended Agreement and has determined that it is in the best interest of its constituents who are served by the Consortium to amend the Agreement as set forth in the Amended Municipal Cooperative Agreement, now therefore be it

RESOLVED, that upon receipt and review of the amended Agreement, the Village of Groton approves at a meeting of the governing body held on January 16, 2024 and authorizes the Chief Officer to sign the **2024** Municipal Cooperative Agreement of the Greater Tompkins County Municipal Health Insurance Consortium as recommended by the Board of Directors.

\*\*\*\*\*

2024 Municipal Cooperative Agreement Signature

**IN WITNESS WHEREOF**, the undersigned has caused this Agreement to be executed as of the date adopted by the Greater Tompkins County Municipal Health Insurance Consortium Board of Directors and subsequently adopted by the Municipal Corporation named below.

Village of Groton  
Municipal Corporation

Nancy Niswender  
Printed Name of Chief Officer

Nancy Niswender  
Signature

Clerk-Treasurer/Administrator  
Title

1/16/2024  
Date