

Groton Village Board of Trustees Meeting

Tuesday, January 21, 2025

Board Members

Trustee Conger

Trustee Morey

Trustee Walpole via Zoom

Mayor Neville

Trustee Holl

Others in attendance:

Nancy Niswender - Clerk

Steve Teeter - Elec Supervisor

Chad Shurtleff - DPW Suprv.

Dave Coish-Yaws

Ted Skibinski - Code

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

Trustee Morey made a motion to approve the minutes of the December 16, 2025 Board Meeting, seconded by Trustee Conger, 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:

A0-1989-01	200.00	
A0-1990-04		200.00

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

	<u>Abstract #8</u>
GENERAL	86,716.16
WATER	8,242.28
SEWER	52,834.53
ELECTRIC	197,052.66
JOINT REC	4,469.32
CAPITAL	56,172.14

Seconded by Trustee Holl, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter report was submitted (attached to the minutes)

- Second safety training class is tomorrow 1/22
- Digger Truck inspection Friday 1/24
- Irby testing next Tuesday, Wednesday SD Myers Substation 1/28

Department of Public Works

Supervisor Shurtleff report submitted (attached to the minutes)

- 250 Ton of salt left on order
- Annual service contract should be in for the WWTP generator - repair work being done tomorrow.
- Sweeper repair estimate \$13,613.76 - as verbally mentioned. CYNCON - dealer for this model.
- Trustee Holl made a motion to approve the repair of the sweeper at the estimated cost of \$13,613.76, seconded by Trustee Conger, all in favor, carried.

Waste Water Treatment Plant

Dave Coish - Yaws Report was submitted and reviewed (attached to the minutes)

- Tour at Old Chatham Creamery today. Going to meet up with the chemical rep.

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.

Discussion Items

INHS ADU Units - Elder Housing

- Code Enforcement Skibinski mentioned Grant opportunities through Tompkins County - to help elder individuals with elder cottages - (ADU) units. What happens to the units (if individual units) What happens to them?

Fire Department

Chief Eric DeForrest reported the following:

2024

Ambulance Calls	951	out of district - 97 calls
Fire Calls	<u>210</u>	
	<u>1203</u>	total calls
3:42 Average time in for call		13:00 min average on scene

- Carl Campbell - Ambulance Driver helping out
Trustee Conger made a motion to approve the Ambulance Driver, seconded by Trustee Holl, all in favor, carried.
- 2/8/2025 Chicken BBQ
- 2/16/2025 Pancake Breakfast

7:30 PM

Public Hearing - Local Law #1 2025

- 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).
No Public Comments
Trustee Holl made a motion to close the public hearing at 7:33pm, seconded by Trustee Conger , carried.
Trustee Holl made a motion that the Local Law No. 1 of 2025, 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",
Trustee Holl voted "aye",
Mayor Neville voted "aye"
The resolution was duly declared adopted. (Type II Action under SEQR.)

7:39 PM

Public Hearing on Local Law #2 of 2025

- The regular meeting was temporarily suspended and Mayor Neville opened the Public Hearing on Local Law #2 - A LOCAL LAW AMENDING CHAPTER 193 OF THE CODE OF THE VILLAGE OF GROTON, "WATER" . (attached)

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

No Public Comments

Trustee Conger made a motion to close the public hearing at 7:40 pm, seconded by Trustee Holl carried.

Trustee Holl made a motion that the Local Law No. 2 of 2024, A LOCAL LAW AMENDING CHAPTER 193 OF THE CODE OF THE VILLAGE OF GROTON, "WATER" be adopted, and upon roll call:

Trustee Conger voted "aye",

Trustee Morey voted "aye",

Trustee Holl voted "aye",

Mayor Neville voted "aye"

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

Action Items

- Trustee Conger made a motion to approve the GHD Solids Dewatering Bid Draft and to have it sent to EFC for approval, seconded by Trustee Morey, all in favor, carried.
- Mayor Neville appointed as Members to the Groton Housing Authority - Charmagne Rungay - Exp April 2027 (to replace Thomas O'Brien who resigned), Nora Moore Exp, April 2027 and Sandy Ferris, Exp, April 2029
- Mayor appointed Patrick Miller - Part Time Paramedic at a rate of \$26.05 on 1/8/2025.
- Trustee Morey made a motion to approve of rate increase for Kaitlin Gorton - paramedic to \$27.74 per Chief DeForrest, seconded by Trustee Conger, all in favor, carried.
- Trustee Conger made a motion to have the Mayor sign the CDBG Grant Agreement - Planning Grant 487CP144-24, seconded by Trustee Holl, all in favor, carried.
- Trustee Conger made a motion to have the Mayor sign the CDBG Grant Agreement - Housing Grant 487HR312-24, seconded by Trustee Holl, all in favor, carried.
- Trustee Morey mad a motion to adopt resolution 25-01 to appoint Nancy Niswender as a Section 3 coordinator for both CDBG Grants and future grants, seconded by Trustee Holl, all in favor, carried.
- Trustee Conger made a motion to approve the RFP draft for the CDBG Housing Planning Grant, seconded by Trustee Morey, all in favor, carried.
- Trustee Conger made a motion to approve the RFP draft for the CDBG Housing Program Grant, seconded by Trustee Morey, all in favor, carried.
- Trustee Conger made a motion to approve the 2025 Cornell Cooperative Ext - Village & Town Contract for services - \$59,695 seconded by Trustee Holl, all in favor, carried.
- Trustee Holl made a motion to approve the 2025 Tompkins County Youth Service - Village & Town Funding Contract - \$33,392 seconded by Trustee Morey, all in favor, carried.
- Trustee Conger made a motion to adopt a Resolution to approve the Municipal Cooperative Agreement for 2025 with the Greater Tompkins County Municipal Health Insurance Consortium, seconded by Trustee Holl, all in favor, carried.

- Trustee Conger made a motion to adopt a resolution that the Mayor be authorized to sign an Undertaking with the New York State Department of Transportation in connection with work affecting State highways that are within the Village, seconded by Trustee Holl, all in favor, carried.
- Trustee Holl made a motion to adopt a Resolution Releasing the Groton Community Health Care Center, Inc. from Restrictive Covenants, seconded by Trustee Conger, all in favor, carried.
- Beth O'Brien - Parent of Class of 2025 - Discussion of Graduate banners to be put up. The Board discussed and wondered if there was a better option so the veterans banners don't have to be taken down and put back up. Ok for the electric sign if that is able to be worked out.
- Schedule Budget Workshop for March 8, 2025 9am
- Next month Schedule Local laws for Flood Damage Prevention - 7:30 and updates to Property Tax credits 7:40pm.

8:14pm Mayor Neville made a motion to move into executive session to discuss Village Property.

8:30pm Trustee Holl made motion to go out of executive session

Trustee Conger made a motion to accept the \$279,000 listing for the sale of 143 East Cortland Street property, seconded by Trustee Holl, all in favor.

8:32pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Electric Department Report

January 13, 2024

Work Completed

- Snow plowing
- Safety school in Endicott
- Perma training
- UDIG NY markouts
- Ran generators
- Call out car pole accident on W South St
- Cleaned out old Village office
- Meter reading
- No pays
- Trimmed trees
- Took down Christmas decorations
- Picked up Christmas trees
- Helped repair TRK #46



Village of Groton

308 Main 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
Police OIC	Lt. Troy Boice
Code Enforcement Officer	Ted Skibinski
Director of Recreation.....	Becky Koenig

Department of Public Works December 17, 2024-January 20,2025

Completed Work/Projects:

- Plow and salt on regular basis
- Move snow form parking areas
- Clean and organize around garage
- Complete Perma Training
- Clean out catch basins after leaf pickup
- Remove a large pine for water line repair
- Locate water lines around the Hotel for construction
- Repair & Service plan for the generator @ Sewer Plant
- Repair a broken oil line on truck #46
- Review belt filter press bid documents
- Install a new truck bed on a service truck
- Read water meters
- Start 2025 water sampling
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Schedule of Work

- Fire Hydrant repair and service
- Water plant maintenance
- Replace a check valve at the sewer plant
- Replace water meters that are not working

Groton WWTP Update

Jan 2025

- Facility has ordered some materials and test kits that are needed for good process control testing.
- The Creamery discharges have gotten better. With the reducing in the milk discharges we have noticed a lot of chlorine coming down now, this will put a hurting on our bugs at the concentration that we are receiving. This is a concern.
- We are making changes to the SBR operations. This is still in progress but has decreased due to concentration of milk has decreased.
- Pressing everyday to try and get solids down from overloading system with milk. This is still in progress. We have been able to get a good handle on this.
- Screw press auger has been running good with temporary fix.
- Been working on housekeeping and purging old files from 1963 to 2003 at the facility. This is coming along very well.
- Update on mixer for SBR #2 as of 12-13-24 mixer was installed and up and running. Upon install we found that the mast that holds mixer has come apart at the bottom. We will need to address this when weather is better. Still in progress
- Facility is running and looking good.



**Groton Joint Recreation Committee
Becky Koenig- Director Report
January 2025- NO MEETING**

Winter Programming

- Youth Programming
 - Wrestling Season
 - Home Tournament Jan 4th.
 - Youth Travel Basketball
 - Games for 5th & 6th Grade started Jan 11th
 - Youth Skills & Drills
 - K-2 Starts Jan 11th. We have 30 participants total.
 - Youth Open Rec Soccer- 1 day per week working on skills/fun games. Free & no registration.
 - First weeks were well attended. 10+ for each age group.
- Adult Programming.
 - Group Fitness classes running- Tabata Fitness and Kickboxing
 - Yoga- running Tues/Thurs 10-11am in community room.
 - Group Hike event 10 with The Good Neighbor.
 - Running well. We had 10 at the last event. We did not run one in January and instead focused on the first day hike. We will run it again February 8th.
 - Co-Rec Volleyball- Mondays 7-8:30pm @ HS gym
 - Well attended. We've had enough participants to run two courts.
 - Working with Flo Allen to run another sewing class in February/March.

Other Items

- 1st Day Hike- January 1st 12-2pm at Memorial Park
 - Girl Scouts & Cub Scouts with smores and fire, PTO with Hot Chocolate, Good Neighbor-Soups, Steve Snyder- Chili. All items were donated by the various groups/individuals.
 - We had ~50 people in attendance, which was great considering the weather was calling for rain and high wind warnings. We had numerous folks from outside of Groton who were excited to learn about the trails!
 - We talked about expanding the event to include a soup or chili cook off as a way to welcome those who might want to socialize but a hike isn't appealing.
- Cabin Fever- March 3rd
 - I have started reaching out to organizations and vendors for the event.
 - Booked Cornell Raptors for the entire event plus 1 hour presentation
 - Booked bounce house, Sciencenter, Crossroad the clown, photo booth
 - Working with the PTO to possibly run a movie night.
- Adopt-A-Trail
 - 3 new volunteers: Jane Chauncey (Upper Sovocool), Bryan Gorges (Upper Loop), Fouts Farm (Sykes Trail). Current volunteers Varsity Track (Track Trail and School Trail), Scouts (Spring St. Trail, Lower Loop, Scout's Way). Sovocool Trail is without an assigned volunteer.
- Cross Country Skis are available to check out at the library.
- Summer planning has started. Will be reaching out to camp instructors in the next couple of weeks.

Grants: 2023-2024

- | | |
|---------------------------------|---------------|
| ● Summer Concert Grant: | AWARD \$2,100 |
| ● Community Celebrations Grant: | AWARD \$1,200 |
| ● United Way: | AWARD \$2,000 |

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

Groton Youth Commission

143 Cortland St, Groton, NY 13073

Chair
Glenn E. Morey

Vice Chair
Elizabeth T. Conger

Board Members
Josh Dwyer
Linda Koenig
Brian Klumpp
Sara Knobel
Kristin Prugh

Meeting Minutes January 8, 2025

The January 8, 2025 meeting of the Groton Youth Commission was called to order by Chairman Glenn Morey at 7:0PM. Members present were Vice Chairman Betty Conger, Co-op Extension Coordinator Shelley Lester, Assistant Coordinator Athena Steinkraus, 4-H Issue Leader Vicki Fleming, Kristin Prugh, Brian Klumpp, Josh Dwyer, Program Manager Keith Davenport, Rural Youth Services Rep Rick Alvord, Sara Knobel was excused.

Secretary's Minutes:

Minutes for November 6, 2024 were accepted on a motion by Glenn, seconded by Brian, and carried.
Motion to accept Linda Koenig as Village Rep-at-large by Glenn Morey, seconded by Brian and carried.

Report: Keith Davenport: Keith's full report was distributed to those present. (attached)

Report: Shelley Lester: Shelley and Athena presented Summer Day Camp proposed budget for 2025. Also presented were documents comparing costs of other area summer programs, an updated 2025 Groton Summer Camp Scholarship Application form and a new Cancellation Policy. Discussion followed regarding steps necessary to keep the program affordable and sustainable. The following motions were made:

1. The weekly rate will be \$200.00 per week per child. Motion by Kristin, seconded by Brian and carried
2. Cancellation Policy: motion by Brian to accept, seconded by Kristin, carried.
3. Acceptance of Campership application form, motion by Brian, second by Kristin and carried.

Report: Rick Alvord: Announcement that Whole Health Tompkins Director Frank Krupa is leaving for a position with Cayuga Health.

New Business: Josh Dwyer has been appointed by the Groton Town Board as the Town representative to the Groton Youth Commission.

Meeting adjourned at 7:40PM

Next meeting is February 5, 2025 @ 7:00PM

Submitted by
Elizabeth Conger
Vice Chair

Board Meeting – Tuesday, January 21, 2025

Ted Skibinski, Code Enforcement Officer

Reporting and Accomplishments:

1. Life Safety Inspections completed in December and January – 7
2. Business Life Safety Inspection request letters sent in January - 4
3. Business Life Safety Inspections scheduled for February - 3
4. Code Violation letters sent in December and January – 3
5. Building Permits opened in December and January – 3
6. Building Permits closed in December and January – 15
7. Electrical Inspections closed out in December and January - 4
8. Active Building Permits – 9