

# Groton Village Board of Trustees Meeting

Monday, August 20, 2018

Present: Mayor Neville, Trustees Morey, Conger, Holl and Walpole, Nancy Niswender - Clerk/Treas, Chad Shurtleff - DPW Supv, Ben Nelson - Fire Chief, Mike Andersen - Code Enf, Steve Teeter- Elec Utl. Supv., Atty. Peter Grossman, Mike Neville GFD, Lt. Tim Williams, Police OIC, Patty Miller, Lee Shurtleff, Admin Charles Rankin, Rick Uhl, Gary Wood, Carmen Munson, Liz Richey, Jason Cortell, Christine Personious.

Mayor Neville opened the meeting at 7:00 pm

Trustee Conger made a motion to approve the minutes of the July 16, 2018 board meeting, seconded by Trustee Walpole.

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

General Fund

Contingent Fund 1990.4 -\$3,406

Parks & Recreation Pers. 7140.1- \$ 406

Parks & Recreation Cont. 7140.4 - \$3,000

seconded by Trustee Walpole, carried. The above adjustments and claims paid are covered by the following lists of abstracts of audited vouchers:

**Abstract 1**

GENERAL	\$ 227,656.33	ELECTRIC	\$ 81,761.04
WATER	\$ 32,248.58	JOINT REC	\$ 5,265.02
SEWER	\$ 25,116.82	STORM WATER	\$114,374.57

**Monthly department reports.**

**Electric:**

**Supv Teeter reported:**

Yesterday there was a power outage due to a bird in the substation.

Last Wednesday HMT came in and did final maintenance testing. The last switch broke, but we were able to get it changed out without any power loss. Next summer will be a whole maintenance service which will result in full power outage during maintenance.

Some work was completed on some of the equipment. We ordered a new pickup for the Electric Department. It should arrive in 10-15 weeks.

The Electric staff helped DPW grind streets last week.

We worked on replacing some bad guy poles last week. It required replacing some wires with bad insulation. Continued working with Mike Perkins on his training. We helped replace and install some new LED lights on outside of Town building.

**DPW:**

**Supv Shurtleff reported:**

We have been doing some tree trimming – cutting the canopy on Sykes and Spring Street. We patched some of the damaged street areas on Sykes St. There were four water main leaks on West Cortland St. We finished the last repair today. We have been locating sewer man holes where we have been grinding. We are raising them up to grade for future access and markings.

Milling of the streets is done, paving to start next week. Milling and paving estimated cost \$125,000 – Chips will cover approx. \$114,000.

There are some possible parking lots to be done, small one behind the park and ½ of Village Garage. Possibly we could use some of the Park Grant funds to help cover paving costs at the Park.

**Groton Fire Department:**

**Chief Ben Nelson reported:** 516 ambulance calls – 102 Fire Calls. We handed out approx. 150 Bike helmets at the Community Night Out. Currently we are gearing up for Olde Home Days. We have six members starting EMT class next week in Cortland.

**Code Enforcement**

**Code Officer Anderson reported:**

YTD - 24 roofing/window/door permits, 20 Building permits. School House Gardens will be beginning replacement of their roof. He completed an inspection on Sr. Housing, it is about 2/3 done. Structural work is about done, now working on roof.

**Police Report**

**Lt. Williams reported:**

1044 calls – Lately it has been fairly calm. The two new hires completed Phase II training and have begun FTO program. They will need 160 hours in the program to get their certification. The Department is ready for Olde Home Days.

**Joint Recreation:**

**Trustee Conger reported:** Youth and Joint Recreation meetings were not held.

Tompkins County of Governments: A resolution will be coming from the Tompkins County Department of Assessment. They are looking to suspend the Local Board of Assessment Review for a year and have the reviews sent to County Assessment to help speed up the process.

**Wastewater Treatment Plant:**

**Trustee Walpole reported:** Everything going smoothly. They have been painting inside and out. Pall Corp has 3 trailers to get done. The new tractor is in service and it is working great.

**Park:**

**Trustee Walpole reported:** Everything going smoothly. August 26<sup>th</sup> is the last day for the pool. Next year will have a procedural meeting at the beginning of the season to be sure all staff receive all the information needed.

**Admin Rankin reported:**

Greater Tompkins Health Consortium for the next year a 4-5% increase expected. Village of Lansing will be approved at this month's meeting which makes all of Tompkins County villages members. The consortium now has members from Cortland and Cayuga counties and is looking at Seneca County.

MEUA conference coming up and they are working on the long term agreement.

**Public Comments:**

**Clerk Niswender reported on the Community Night Out event:**

Jennifer Foote-Dean was unable to attend and sent an email. She is reporting an estimate of around 320 – 350 people were at the event, which was slightly down from last year. They believe this could be due to being held the same night as the soccer and football/cheer camps. They have on the first Tuesday in August as it is the Girl Scout National Night Out date, but may need to look at a different night in the future. Everything went really well and she will do a report for our next meeting. She is also interested in holding the Trunk or Treat event again this year. She hopes to have Sarah Dean and Dianna Nino attend the next meeting to discuss the Gaga Ball Pit they put up in the park.

**Jason Oliver** – New Middle Science and High School Agriculture Teacher - Has received a \$5,000 grant and would like to put up a High Tunnel Greenhouse at the old skate park. This would be used as an educational resource for the school as well as a FFA. He asked if there were outlets on utility poles and if so, is there any access? There were some questions inquiring if this was a part of the Community Garden. Discussion comments followed:

- Community Garden on the other end of the tennis courts.  
The Community Garden is used by partially by the school, but mostly by community members.
- The greenhouse will be used as a teaching tool, possibly some lab areas and possibly produce some vegetable and flowers but will be based on student interest. Not necessarily a production greenhouse, but some produce will be generated.
- They will need to purchase materials by mid-September, but will have time to build and teach.
- The Village Board will need to draw up a contract with our attorney.
- The Community Garden was just granted an area to put in 3 bins for Community Composting.
- Code Officer Anderson commented that any structure over 500 sq. feet will need a permit. Jason said he work with Code Officer Andersen.
- Suprv Shurtleff asked if they will need a water source? Jason said they are currently collecting rain water, possible hydrant use.
- Gary Wood asked why the skate park was closed. Response - Lack of interest.
- Composting questions were asked. Same as Tompkins County? Be able to access anytime?  
Response -Yes, but will need to work through someone or get trained for access.
- Admin. Rankin commented – We will need a insurance binder from the school.

### **Presentation from Rick Uhl concerning the Eastwood Meadows project.**

- Gary Wood – How much of roadway will need to be paved? If he owns the property (rental not sold), does he need to pave? Will need to make some material changes – (Supv Shurtleff as long as you go by the Specs should be O.K.)
- Admin Rankin – All single family units for the first seven lots, beyond that it is low intensity (duplexes allowed). The Planning Board originally approved a paved road.
- Trustee Holl – asked questions on snow removal, emergency vehicles and address numbers. Rick Uhl replied that the road will be completed up past the current home that is there and he can service the road. Discussion followed on the past servicing of the road last winter.
- Attorney Grossman mentioned that any changes to the road would need to go to the ZBA for a variance then to the Planning Board.
- Attorney Grossman will need to review the paperwork and documents that Rick Uhl presented. It was requested by the Village to have a bond or certified check, but received a form of loan paperwork.
- Code Officer Andersen mentioned he could not issue a building permit or Certificate of Occupancy without a completed road with 50' of frontage for each home.
- Clerk Niswender read excerpts from the 2016 letter that stated he could build a 2<sup>nd</sup> home but would not get a CO until the road was completed up past this house.
- Code Officer Andersen mentioned this was allowed due to the fact the paving companies would not be able to pave at that time of the year, but are able to pave now.
- The Village has an adopted a road building code. It is a major subdivision and it would be required to meet the specifications in the code. The road is required to be paved per this code.
- A discussion followed on road dedication. Does it have to be dedicated? Attorney Grossman stated “yes, it does”.
- Trustee Holl asked Rick Uhl if he is definitely going to do first four houses. Discussion followed and referred back to the 2016 letter. He was told that he can continue to build if he follows what was stated in the letter. The road can be done and dedicated in stages. Clerk Niswender will draw up a new letter with the details and send to Rick Uhl and Gary Wood. Rick Uhl said once he receives the letter he will come in with changes of storm water/road plan and definitely state in writing he will proceed. We will then send the storm/water road plans to our engineers once all requested paperwork is received. Any changes to the original plan will need to be brought to the planning and/or zoning boards for review and approval. Attorney Grossman stated that the Village Board cannot direct the ZBA or Planning Board in any changes.

**Jason Quartel – Robotics Company** – Leasing 211 Main Street

- Jason presented a plan they have for a Robotics Company. They have a couple of investors and are hoping to have a few employees in the next couple of years.
- They have some projects that they are working on from Cornell and they are designing and marketing a kayak sized robotic sailboat that is used for ocean research and collecting weather data.

**Christine Personious - Olde Home Days**

- The event has been mapped out
- A list of items needed has been given to Suprvs. Shurtleff and Teeter
- The website has been updated.
- They will need electric on Conger and water for the Ponies.
- There will be about 45 vendors for craft & collectibles. The gazebo & grass areas are full.
- Groton Olde Home Days will receive 15% of carnival ticket sales.

**Carmen Munson** – discussed her flooding issues over the past few years and her concerns of the future of her property. She mentioned it affects village and town properties. She is aware the Village is researching options but is concerned where this is going. She mentioned the Village approved logging on the hillside last year. She mentioned neighbors are also concerned and concerned for her. She brought up the possible various funding streams that may be able to be used for low to moderate income areas. Her attorney has discussed this with Thoma.

Her concerns now – retention pond is 80% full as well as 200-300 ton of rock is still remaining on her property that should be removed but has been left there to help create a diversion. She does not know if Barden Homes has been contacted or if they are still in businesses. She is not sure how the Village engineers developed plan. She is nervous on how the option of diverting the water would work. She is concerned about this going into another year.

**Attorney Grossman** – the Village has been concerned as well. The Village cannot provide services to a single person and is aware this is a community area that is affected and will need to look at the whole picture. A grant project will need to encompass an area wide drainage project or the Village would need to consider if to pay to have a project that diverts the water away from her house.

Carmen recommended a solution– John Negley, Tompkins County District Manage of Soil and Conservation mentioned possibility of Village to buy her out. This is a valid option.

Carmen asked: Could the Village possibly acquire the property now, solve the run off problem and then sell the property?

The Village has been looking at several options and will need additional time to research.

**Patty Miller inquired about the Q&D management request for assistance.**

Attorney Grossman spoke on the Q&D management request for assistance in their paving project. The question was brought up - could they possibly piggyback with the county bid and if so without an additional RFP? He believes it may be possible but will need to verify.

Clerk Niswender mentioned she had emailed Patty on the question on refunding the building permit. The Board has decided not to honor this request and would trying to help with the paving project and some possible help from DPW. The building permit was processed in the prior year and refunding was not a budgeted item for the new fiscal year.

**Board Reviews**

Mayor Neville appointed the following to the Groton Housing Authority Board:

Virginia Higgins to fill a vacant 5 yr position which expires 2020, Elizabeth Richey to fill a vacant 5yr position which expires in 2019.

Trustee Conger made a motion to adopt a Resolution subject to public referendum to transfer funds from MV Capital Reserve \$10,000 & Sewer Capital \$9,000 for new tractor, seconded by Trustee Morey, carried.

Passed by the following vote of all Board Members voting in favor thereof:

- Affirmative: 4
- Negative: 0
- Abstain: 0

The resolution was duly thereupon declared adopted.

Trustee Conger made a motion to approve, seconded by Trustee Morey, carried.

Trustee Holl made a motion to adopt a Resolution subject to public referendum - to transfer \$13,000 from Capital Water to cover additional work on water lines. This is in addition to \$30,000 approved on May 21, 2018 for a total of \$ \$43,000, seconded by Trustee Morey, carried

Passed by the following vote of all Board Members voting in favor thereof:

- Affirmative: 4
- Negative: 0
- Abstain: 0

The resolution was duly thereupon declared adopted.

Trustee Holl made a motion to approve, seconded by Trustee Morey, carried.

Trustee Holl made a motion to have Board Approval to hire Beardsley Design Associates as Architects for the Municipal Building Project contingent upon Village Attorney review - Contract Total - \$218,500, Seconded by Trustee Walpole, carried.

There was a review and Board Approval of bid for Geotechnical Evaluation. Trustee Conger made a motion to accept the Empire Plan as presented for a bid of \$7,954.00 seconded by Trustee Holl, carried.

**Review and discussion of Sidewalk Policy.**

Planning Board discussed the policy as well and it was decided we will keep to the old sidewalk policy until further research can be accomplished. Supv Shurtleff suggested we look further into the sidewalk tax option and gather a pool of money and contract the sidewalks to be replaced as funds become available.

Admin Rankin and Clerk Niswender will research what the assessment will involve and bring to next meeting. We will contact Jay Franklin at the assessment office to get details on the Ithaca sidewalk policy. If we go in this direction we will need to update the Village Code.

**Review of Mowing Policy.**

Lawns on Hillcrest & Clark need attention. Code Officer Andersen mentioned this is done on complaint basis. Supv Shurtleff mentioned that they will get back to mowing the neglected properties.

Mayor Neville made a motion to go into executive session at 9:20 pm., 2<sup>nd</sup> Trustee Morey.

Trustee Conger made a motion to move out of executive session at 10:08 pm, seconded by Trustee Walpole.

Trustee Morey made a motion to pay the Vacri invoice less \$40,000 to be held until final work on road repairs and or discount have been agreed upon and to hold this payment until after the August 22<sup>nd</sup> meeting with CT Male and Vacri and will make a decision on the remaining payment based on the results from Vacri, seconded by Trustee Walpole, carried.

Trustee Conger made a motion made to adjourn at 10:12pm

Nancy Niswender  
Village Clerk