

Groton Village Board of Trustees Meeting

Monday, July 18, 2022

7:00pm

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

Board Members

Trustee Conger
Trustee Morey absent
Trustee Walpole
Mayor Neville
Trustee Holl absent

Others in attendance:

Nancy Niswender - Clerk
Chad Shurtleff - DPW Suprv.
Steve Teeter - Elec Suprv.
Matthew Whitaker
Eric DeForrest - Fire Chief
Doug Houck
Troy Boice

Trustee Conger made a motion to approve the minutes of the June 20, 2022 Board Meeting Minutes, seconded by Trustee Walpole, carried.

Audit of claims and approval thereof.

Trustee Walpole made a motion to approve the claims presented for review

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

Abstract #

GENERAL	44,865.42
WATER	8,132.03
SEWER	26,516.66
ELECTRIC	67,445.04
JOINT REC	7,297.98

Seconded by Trustee Conger, all in favor, carried.

Monthly Department Reports:

Electric Department:

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

- The Mayor asked about having to send back the LEOTEK streetlights. Supervisor Teeter said they are under warranty.

Department of Public Works

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

- Plan to pave after all work done on Ross Field.

Waste Water Treatment Plant

Trustee Walpole Reported:

- The sewer plant is running fine at the moment. Broken actuators sent out to be evaluated. Casella's is in the process of buying out Dicksons.
- Some concerns over odor when the digester is running. Supervisor mentioned a mister that may help.

Fire Department

Chief Eric DeForrest reported:

	<u>YTD</u>
Ambulance Calls	450
Fire Calls	127

- Very busy last 30 days. A lot of mutual aid and in district.
- A few high level calls.
- Fireworks went very well.
- Some issues with truck radios. County upgrades did not take well and County is looking at replacing.

- Finished up with Jr. Fire Camp - 106 kids. Several volunteers in the fire department and public including honor society students. County Airport truck came out and sprayed. McLean came with their smoke house.

Code Enforcement

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

Joint Recreation

Trustee Conger reported:

- Trustee Conger reported the Joint Recreation Report from Jennifer Jones (attached to these minutes)

Presentation & Discussion Items

- Doug Houck attended the meeting to discuss his proposed plan for concert set up in the Municipal parking lot. 50/50 to benefit the Fire Department.

Action Items

- Trustee Walpole made a motion to approve the request for Leisure Studio LLC (Doug Houck) to host a musical event during Olde Home Days and utilize the parking area on Main Street and to have the Mayor sign a landlord authorization agreement from the Village and Approval of Open Container Exception at this location during the event, as well as a temporary waiver of the Village Noise Ordinance, seconded by Trustee Conger, all in favor, carried.
- Mayor appointed Euan Barclay from LG to head Lifeguard at a rate of \$15/hr.
- Trustee Conger made a motion to write a letter of Approval for the Town to process the Building Permit for the Town Salt Shed , seconded by Trustee Walpole , all in favor, carried.
- Trustee Conger made a motion to approve the Mayor to sign the Grant for Comprehensive Plan and to proceed with grant, seconded by Trustee Walpole, all in favor, carried.
- Trustee Conger made a motion approval to research a contractor to submit a WIIA Application, seconded by Trustee Walpole, all in favor, carried.
- Trustee Conger made a motion to approve the Groton Olde Home Days Festival Permit for August 25-27, 2022, seconded by Trustee Walpole, all in favor, carried.

Action Items- continued

- Trustee Walpole made a motion to approve the American Legion temporary waiver of the Village Noise Ordinance for August 26 - 27, 2022, seconded by Trustee Conger, all in favor, carried.
- Trustee Conger made a motion to approve the Labor Day Race September 5th., seconded by Trustee Walpole, all in favor, carried.
- Trustee Conger made a motion to approve the application for fire fighter Trevor Emino in Pioneers upon background check, seconded by Trustee Walpole, all in favor, carried.
- Trustee Walpole made a motion to approve the change in Health Insurance from PPO plan to the Platinum Plan for Health Insurance beginning Jan 1, 2023, seconded by Trustee Conger, all in favor, carried.

7:35pm Trustee Conger made a motion to go into Executive Session to discuss a specific employee concern seconded by Trustee Walpole, carried.

7:58pm Trustee made a motion to return from executive session, seconded by Trustee , carried.

No motions made during executive session.

8:02pm Trustee Walpole made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Electric Department Report

July 11, 2022

Work Completed

General maintenance

Prepared pallet of bad streetlights to send back to LEOTEK

Tree trimming – 3 days on Spring St.

Tree trimming – behind Kwik-fill, Conger Blvd., Corona Ave.

Chipped brush

Washed Bucket truck

Line Safety School in Endicott

Loaded material & set up wire spools

Set 4 new poles on Corona Ave. - replaced & transferred material

Moved transformer tap to new phase on pole 25-2

School – partial power outage

Worked on front end of Kubota tractor

DSNY mark out's

Shut off school zone lights

Helped DPW with sewer tap on S. Main St.

Cut steel plate for street

Phasing stick training

Cleaned & greased chipper

Meter reading

Changed teeth on the backhoe bucket

Concert banner hang-up's

Replaced stopped meters

Replaced house service at 114 Corona Ave.

Shut off's & turn on's

Replace 4 bad streetlights

Sprayed weeds in the sub station



Village of Groton

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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 June 21, 2022 – July 15, 2022

Completed Work/Projects:

- Install 2” Water service to Ross Field
- Install 6” Sewer service to Ross Field
- Replace Sewer on S. Main St area
- Patch broken asphalt on W. Cortland and Roosevelt Ave-W. South St and Conger Blvd
- Repair a broken sewer lateral at 208 Spring St
- Read water meters
- Repair asphalt driveway on Mack St from a water main repair
- 60 Tons of Asphalt to shim edges on Clark St, N. Parkway
- Replace broken boards on the Satterly Walk bridge
- Haul in Stone gravel for stockpile

Schedule of Work

- Repair, replace maintenance on several Fire Hydrants
- Street prep for annual paving
- Equipment repairs

Village of Groton

Fuel Usage Report in Gallons

Dates: 07/18/2022

	Unleaded	Diesel
DPW	72536	8537
Electric	48689	21595
Fire	1761	65386
Police	91632	

Codes Report For July 2022

Jul-22	# of permits	Est. cost of project	Permit cost
Building Permits			
Roofing Permits	3	\$ 22,916.44	\$ 82.00
Window Permits			
Shed Permits			
Misc. permits	2		\$ 75.00

YTD

# of permits	Est. cost of project	Permit cost
16	\$ 364,589.43	\$ 1,276.00
15	\$ 175,558.87	\$ 545.80
6	\$ 40,800.00	\$ 320.00
1	\$ -	\$ 25.00
4	\$ 9,500.00	\$ 150.00

Had class the last week of the month of June, Just started the next class this morning.

Sent out four letters Thursday last week about yards that I noticed haven't been mowed.

I've gotten asked by several people about the porch at 169 Main St. I sent a letter Thursday in regards to getting the porch repaired.

I am still dealing with a lot of complaints in regards to trash and rubbish. Also have been told there are roosters somewhere on Cayuga St. but no one has given me an address and when I drive down Cayuga St. I haven't seen roosters so I am unable to address it without knowing where they are located.

GROTON JOINT RECREATION COMMITTEE
June 28, 2022, 5:30 PM

Scott Weeks called the meeting to order at: 5:40pm

Present were Crystal Young, Betty Conger, Jennifer Foote-Dean, Monica Dykeman, Scott Weeks, Rec Dir. Jennifer Jones, Olivia Howarth, Doug Portzline, Stephanie Dravecky, Ellard Keister, Jared McCormick, Chad Smith, Ben Nelson

The Joint Rec Committee has reelected

Scott Weeks- Chair

Betty Conger- Vice Chair

Motion made to approve the minutes by: Jennifer Foote-Dean

2nd by: Monica Dykeman
carried.

Before the youth sports committee members arrived, the committee reviewed the points they wanted to cover with the attendees.

Sports teams arrived at 6:00pm

Doug Portzline- Baseball/Softball

Stephanie Dravecky- Baseball/Softball

Ellard Keister- Baseball/Football

Jared McCormick- Soccer

Chad Smith- Football

Ben Nelson- Wrestling/Football

Monica Dykeman started the meeting off by informing all the attendees that the Ross Field construction is still right on schedule with predicted timeline. It is still recommended everyone schedule the first few games away. She covered some of the rules that will need to be followed to be on the new field (no colored drinks, seeds, etc.) There will need to be additional supervision other than the coach during the games.

Ellard Keister wanted to confirm who the scheduling process needs to go through, Jennifer Jones, the Athletic Director, or the grounds keeper. Jennifer Jones confirmed everything rec related needs to be approved by her first and then she will submit it to the school. She also let all attendees know that no one will get notified if their team gets bumped from a field/building scheduled spot per the school. All coaches will need to be checking the schedule on the school's site multiple times a day to make sure their field/building time hasn't been taken.

There was discussion regarding who will have space to practice where now that the Elementary School is also under construction. It was made aware that most sports practice and games spots will stay about the same.

Jennifer was notified by the school there were a few incidents where trash was not taken care of, and things were not picked up after use. She reminded everyone to please take own trash, check bathrooms, have our own toilet paper on hand, and just take good care of the fields so the school continues to allow Joint Rec to use them.

Joint Rec will no longer be able to store anything in the concession stand at Ross Field. Everything will need to be carried in and out for each game and will have to be stored elsewhere. Everything will also need to be pre-approved so that there will be no harm done to the new field.

There will need to be at least 3 supervisors for each game held at Ross Field to help monitor bathrooms, gate, general supervision- not coaches. These 3 supervisors will need to be pre-trained and on the building use form that needs to be submitted 15 days before the first of the month of use.

The school will offer a mass training in August for all supervisors. It was also agreed that the Joint Rec Committee members should all attend this training as well.
Monica left 6:30pm

Stephanie Dravecky asked about people interested in supervising games after the training in August has already been held. Will they offer other trainings? Jennifer Jones noted that the school has not stated anything more about that as well as the unknown if yearly training will be needed.

Scott Weeks then mentioned the pressure the Joint Rec Committee has received from school and the Town/Village insurance company. There was a discussion regarding what the Joint Rec Committee will need to do to follow the guidelines for full coverage over the youth sports.

Jennifer Jones recapped that the Town/Village hold liability coverage and the accidental needs to be taken care of by the sports team. Each team will report to the committee twice a year, (beginning and end of season) and at this time will provide a financial audit. All volunteers will need to continue to be submitted to Jennifer for background checks, as well as possibly adding in harassment training/ child abuse training.

The next step is for the town lawyer to send over the final documentation to forward to each coach to sign.

Motion to adjourn at 7:30pm made by: Betty Conger

2nd: Jennifer Foote-Dean

Next meeting: August 30, 2022, at 5:30pm (No September Meeting)

Submitted by:
Olivia Howarth
Village of Groton
Deputy Treasurer