

# Groton Village Board of Trustees Meeting

Monday, August 19, 2024

## Board Members

Trustee Conger  
Trustee Morey  
Trustee Walpole  
Mayor Neville  
Trustee Holl

## Others in attendance:

Nancy Niswender - Clerk  
Lt Troy Boice  
Steve Teeter - Elec Supervisor  
Ted Skibinski - Code  
Mike Albro - YAWS  
Eric DeForrest - GFD Fire Chief  
Chad Smith Groton Fitness  
Matthew Sparling  
Lee Shurtleff  
Ashlyn McCarty - Deputy Clerk

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

Trustee Walpole made a motion to approve the minutes of the July 15, 2024 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:

A0-3120-02	4,828.00	
A0-2705-0		4,828.00

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

	<u>Abstract #3</u>
GENERAL	136,829.30
WATER	10,999.07
SEWER	37,817.33
ELECTRIC	67,525.67
JOINT REC	4,627.98
CAPITAL	46,043.32

Seconded by Trustee Morey, all in favor, carried.

## Monthly Department Reports:

### Electric Department:

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

- Irby was here for a demonstration last week and went through all the meter types and equipment. Our system is small enough and they have everything we need to build the system. We can order meters all at once or split is up as we can install to keep our warranty. They will be available through the whole system set up.
- Yearly Pole top rescue done on Wednesday
- Working on Olde Home Days electric set up.
- Railroad Ave set up to put in new street lights.
- The board discussed meter types and billing and if that would change when we receive the new meters. Steve said that there are different meters depending on service.
- Matt Sparling asked if the residents would have to pay extra for the meter. No this part of the electric cost. Any other changes to location of service is residents responsibility.

## Waste Water Treatment Plant

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

- The Mixer quotes were discussed - 2 \$484.80 One at \$10,782.49 replacement at \$17,564
- 3 substantial amounts from the creamery in the past 3 weeks. Having difficulty getting the sludge dry. We need to have a meeting with the Creamery to discuss the new permitting process.
- Discussion of drying beds and taking out barriers and fill in with concrete to help with drying or fill in with sand to see if that works first.

## Police Department

### Lt. Troy Boice Reported

- New person looking to do phase 2 of the academy and become part of our police.
- Shout out to Brad Eldred for paying for 2 new radars for the police department.
- We will need tables and chairs for the Pittsford Band to have dinner before the parade.
- Another retiree from Cortland looking to work part time - in December

## Fire Department

### Chief DeForrest reported the following:

	<u>YTD</u>
Ambulance Calls	586
Fire Calls	185
Total for year	<u>771</u>

- Many weather events.
- We are still receiving mutual aid, but covering many other departments.
- Peruville Rd closed between 38 & McLean. Town trying to detour people other routes.
- Summer camp went pretty well, battling some storms. Mercy Flight Copter & Dryden Ladder Truck.
- Building going good- need to finish moving out of the old firehouse.

## Joint Recreation

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

## Groton Youth Commission

### Trustee Conger mentioned there was no meeting this month.

## Code Office

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

- Life Safety Inspections - update the report submitted to 5.
- Building Permits are down from last year and real-estate is also down.

## Presentation & Discussion Items

- Nancy Niswender - Community Room Use - A new form was reviewed and the use of the room will require a registration form and \$50 deposit, which will be returned upon inspection that the room was clean after use. The form also requests a donation to the Fire Department. Recreation Director Koenig is hoping to set up a Food Truck Battle to help with basketball. The Board is agreeable to the Food Truck Battle.
- Chad Smith - Groton Fitness Center presentation. Chad reviewed his plan to expand the Fitness center as part of the NY Forward Grant and is looking at having the traffic change to one way and through the public lot. He would like to have the Board and Fire Department support in the new plan. There may be events and future matches that may also need parking. He will discuss more as this progresses.
- NY Forward Grant Update - Clerk Niswender mentioned that all projects were submitted last Monday on August 12th. The next LPC meeting is next Monday at 7pm.
- Open House - New Municipal Building August 24th 1-3pm

### Public Comments

- Matthew Sparling - Showed up for Police Commissioners meeting - it wasn't listed that it was cancelled. Fireworks - complaint being reviewed. Would like the Village to ban all Fireworks. Trustee Walpole asked how often he deals with - he said about once a week in the summer. The current ones are legal, but they shoot them off during the day. Questions on ordinances on use of atv's or dirt bikes on their own property? Drones? Had a drone flying over his house. It was lower than the 85 ft that was recommended. Asking about form sent in July concerning metal detecting.
- Lee Shurtleff - Congrats to the Board and all for completing the building. Discuss the Town meeting and was surprised at some of the comments in the minutes. He asked to have someone from the Fire Department budget committee to be involved in any future meetings on the discussion of future funding if the Village pursues asking the Town to contribute to the cost of the new building.

### Action Items

- Trustee Walpole made a motion to approve the Groton Old Home Days Parade Permit, Saturday, August 24, 2024 seconded by Trustee Holl, all in favor, carried.
- Trustee Conger made a motion to adopt a resolution to approve Deputy Treasurer Conger sign the Tompkins County 428's after Mayor appointments. seconded by Trustee Holl, all in favor, carried.
- Trustee Walpole made a motion to approve the Community Room Use application with seconded by Trustee Holl, all in favor, carried.
- Trustee Walpole made a motion to approve the address change for the Cemetery 135 to 198 Clark St. due to the Google location of the driveway. seconded by Trustee Conger, all in favor, carried.
- Trustee Morey made a motion to adopt a Resolution to have Clerk Niswender sign the Certification of Municipal Official \$4.2M BAN renewal, seconded by Trustee Conger, all in favor, carried.
- Trustee Walpole made a motion to approve the Electric - CPR Software contract from USA software for \$19,500 and annual fees, seconded by Trustee Holl, all in favor, carried.
- Quotes for the WWTP DO probes were reviewed and Trustee Holl made a motion to approve WWTP DO Probes & Hach units quote from RL Stone for \$17,400 seconded by Trustee Walpole, all in favor, carried. Additional quote was from Koester at \$18,746.00

- Trustee Conger made a motion to approve the 2 quotes of \$484.80 from Fleet to repair the WWTP fans and seconded by Trustee Walpole, all in favor, carried. The 3rd blower fan repair or replacement will be reviewed. Fleet is the exclusive dealer of distributor of Xylem Flygt products.
- Discussion of a DPW Sweeper at a cost of \$363,615.58 on a piggyback contract with Onondaga County. The Board would like to wait until next month once they received more information.
- Trustee Holl made a motion to approve Matthew Sparling to metal detect the 143 E Cortland St address which used to be a cemetery as long as all is put back as found. seconded by Trustee Conger, all in favor, carried.
- Trustee Conger made a motion to approve to send Mackayla MacDowall to phase 2 police training, seconded by Trustee Walpole, all in favor, carried.

8:55pm Trustee Conger made a motion to move into executive session to discuss a police matter. Seconded by Trustee Holl, all in favor.

9:05pm Trustee Conger made a motion to move out of executive session, seconded by Trustee Morey, all in favor, carried.

No Action taken

9:06pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender  
Village Clerk-Treasurer/Administrator

## **Electric Department Report**

**August 8, 2024**

### **Work Completed**

- Chipped brush
- Non-pay turn off's
- Dropped primary & neutral at 419 ½ Spring St for tree removal
- U-Dig NY markouts
- Jack apprentice school in Fairport
- Replaced broken highline pole H10
- Installed temporary service at the legion
- Helped Halco pull in service to new office
- Wired up transformer and energized service to new office and fire station
- Removed temporary service at village office
- Removed tree from service on Elm St.
- Helped move village office
- Repaired window on F450 (new motor)
- Safety school in Endicott
- Call out to remove tree from service on W. Cortland St.
- Rewired stove & griddle at new fire station
- Replaced poles 30-13A & 30-13B on Spring St.
- Wired up compressors & wash machine at the fire station
- Replaced bad street light on Carpenter Ave.
- Replaced transformer at Sykes Park (lightening)
- Read meters
- Put up alumni banner
- Set new poles 60-22 & 60-23 on E. Cortland St.
- Set new guy pole 30-7A on Spring St.

## Groton WWTP Update

- Received Quotes on fixing 3 of the 4 mixers sent out for repairs. (2 months of ammonia violations due to mixers being down)
- Blowers are continuing to run manually until new probes and Hach control box are installed.
- Influent pump 2 is in the shop being worked on by W2O.
- Influent pump 3 is operating correctly after new check valve was installed in line. (recommend this on the other 2 pumps)
- Solids loading has increased in the last 2 weeks. This has led to more pressing and chemical use. Producing solids faster than we can dry them out which is causing a surplus at the plant. This also leads to an increase of odor from the sbr's and digesters with increased oxygen demand.
- Storms have produced high flow rates due to infiltration.

**Board Meeting – August 19, 2024**

**Ted Skibinski, Code Enforcement Officer**

**Reporting and Accomplishments:**

1. 2024 Life Safety Inspections completed July/August – 3
2. Code Violation letters sent in July/August – 12
3. Building Permits opened in July/August – 14
4. Building Permits closed in July/August – 10
5. Active Building Permits – 18
6. Legacy Building Permits – 0
7. Scheduled - CEO NYS Training, Corning NY – September 19-20<sup>th</sup>.

**Groton Joint Recreation Committee**  
**August 6, 2024**

Scott Weeks called the meeting to order at: 5:55pm

**Present were:**

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

**Absent**

The minutes were reviewed from the June 4th meeting.

Motion made to approve the minutes by: Leon Brockway  
2nd by: Elizabeth Conger  
carried.

The financials from May 2024 and the AUD were reviewed

Motion made to approve the financials by: Crystal Young  
2nd by: Jennifer Foote-Dean  
carried.

**Recreation Director Report**

See Director Becky Koenig's Report attached

Updates on report

**Discussion/Action Items**

Recreation Director Becky Koenig discussed how she is meeting with the Soccer Committee on Thursday to discuss taking over the soccer financials. Asked if the committee was ok with taking on the financials. It was decided that as long as the soccer committee is ok with it, then they were fine with doing it.

**Open Discussion:**

Leon Brockway mentioned that the NY Forward open call for bids closes August 11th. He was looking for locations to host NY Forward information table. They have a table set for Olde Home Days.

Motion to adjourn to review at: 7:15pm

made by: Crystal Young  
2nd by: Jennifer Foote-Dean

Next meeting                      September 3rd

Submitted by:

Angela Conger  
Village of Groton  
Deputy Treasurer





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

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### Summer Programming

- U14 Travel Softball team. 6/18-7/25- They had 14 girls. It was a good season. Terry is interested in doing it again next year. Stephanie hosted one for the younger kids.
- Yoga 2x per week all summer. It's been in the community room, Tues, Thursdays. Usually hosted at Gen-X studio.
- Camps- Cancelled Sewing and Photography due to low numbers.
- July 4<sup>th</sup> DJ. Food Trucks: Holy Smoked BBQ, Baseball/Softball, Crown City Wrestling, PTO. We had about 1400 in attendance prior to the rain. Only had one food truck, since the others cancelled. Youth Baseball had a large selection as well as Crown City Wrestling. Would prefer to have the youth sports have the opportunity to do food and concessions.
- Pool extended hours
  - 6-8pm
  - Saturday Swim Lessons

The guards are a little over extended with the long hours. Recreation Director Becky Koenig suggested cutting the amount of lesson slots next year to shorten the day. It was suggested that since we get paid for swim lessons, we should keep those and shorten evening open swim. There is also a 9-hour recertification course that guards need to take. Recreation Director Becky said she (Village) would pay for it, and pay them to be there.

It was also noted that the swimming/ park funds do not come from the Joint Recreation budget but the General fund.

- Teen Time at the Park- 1-3pm each Wednesday. Considering shifting the time from 1-3 to 4-6 to capture kids that aren't in the pool and have parents be able to bring them later in the day.
- Adult Kickball- Tuesday nights. Pick-up games, same as last year.
- Adult Softball league partnering with Dryden Rec- Did not run in Groton due to low interest.
- Working with the Village to plan Groton Olde Home Days events.
  - Free kids' events/activities- Physics Bus and Cornell Raptors confirmed
- Working with Groton Library to run two concerts in the park. August 22<sup>nd</sup> and August 29<sup>th</sup>.
  - Food Truck on site and donating 20% of proceeds to Groton Youth Commission.
- Girl Scout Troop completed a service community event for clearing invasive species from the trails. July 18<sup>th</sup>. The first one was cancelled due to heat. It was a successful event; they were able to remove a lot of invasive species.
- New programs-
  - Adult beginner Soft Shoe Tap Dance-cancelled due to low numbers. Will try again in the fall. Possibly in October.
  - Summer Running Club – Scott is running this. They have had between 12-15 people on avg. It's Monday and Wednesday 6pm.

### Fall Programming

- Labor Day 5K Permit has been approved by Village Board
- Youth X-Country Flyers to be created. -Flyers are ready
- Youth Dance. Dates need to be confirmed. Recreation Director Becky will check with Troy about using space upstairs at old Fire Station.
- Forming a Girls Youth Wrestling program. Met with Jayme Evans to coordinate with the current youth program. -Separate from regular youth wrestling but students can be a part of both. If they want to compete in tournaments, they will have to be a part of Youth Wrestling as there aren't tournaments for just the girls.

- Youth soccer sign-up running through rec dept. Continuing conversation about how to handle financials. Recreation Director Becky will meet with committee next week.
- I am working with Kleins to run an adult Archery program in October.
- Working with Adrian to run an adult photo editing class in the fall. Talked to Mick LeVick about using Steam Lab. He said that was fine and could use the computers.
- Trunk or Treat planning has started. Recreation Director Becky will talk to the Town and see if that space is available. It was suggested to use the Village lot but it would be difficult for the Fire Trucks in case of emergency.
- More climbing dates with Cayuga Climb? Could try a teen night but not a lot of teens showed up. Considering doing a family event.

**Grants:**

- |                                 |               |
|---------------------------------|---------------|
| • 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*  
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  
Brian Klumpp  
Sara Knobel  
Kristin Prugh

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## Meeting Minutes August 7, 2024

The August 7, 2024 meeting of the Groton Youth Commission was called to order by chairman Glenn Morey at 7:00PM. Members present were Elizabeth Conger vice chairman, Brian Klumpp, Co-op Extension Coordinator Shelley Lester, Co-op Extension Assistant Coordinator Athena Steinkraus, Rural Youth Services director Kate Shanks-Booth, and Program Manager Keith Davenport. Youth Rep Maddie Perkins, Youth Rep Ellie Dykeman, Rick Alvord, Coop Extension Coordinator Shelley Lester, Kristin Prugh, Kayla Esparza, and Sara Knobel were absent/excused. Still seeking a member-at-large for the Town of Groton to replace Pegi Ficken.

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

Minutes for June 6, 2024 were accepted on a motion by Glenn, seconded by Brian and carried.

**Report: Keith Davenport:** Keith gave a short overall update on the Summer Day Camp. A full report will be given next month.

**Report: Athena Steinkraus:** Finalizing the surveys distributed to Summer campers and parents. Staff evals were done midway through the season.

**Report: Kate Shanks-Booth:** Budget season: Requested to have a 5% budget but doing \$54K in OTR requests.

**New Business:** None

Meeting adjourned at 7:30PM

Next meeting is September 4, 2024 @ 7:00PM

Submitted by  
Elizabeth Conger  
Vice Chair

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VILLAGE OF GROTON, TOMPKINS COUNTY, NEW YORK

\$4,200,000 BOND ANTICIPATION NOTES, 2024

CERTIFICATION OF MUNICIPAL OFFICIAL

I hereby certify that:

- I am a responsible officer / duly authorized representative of the above referenced municipality, and have the authority to participate in the issuance of debt offerings of such municipality;
- Our municipality has engaged the services of Municipal Solutions, Inc. (MSI) to assist with the preparation of the sale documents pertinent to the offering of the above referenced issue including (but not limited to) the Notice of Sale, the Official Statement, the Summary of Financial Information and/or any other relevant statements or documents that may be created in connection with the debt issuance. As part of our engagement with MSI, we have provided MSI with all information necessary for them to prepare such documents in a complete and accurate manner. MSI has gathered, assembled, and compiled the information supplied by our municipality and is not responsible for the accuracy or materiality of the information provided to them to prepare the offering documents;
- MSI has provided me with the draft sale documents with sufficient time to review them, and the opportunity to provide comments on them, prior to mailing finalized versions to potential purchasers;
- I have read the documents provided to me by MSI in their entirety;
- I understand the information provided within the documents and agree, to the best of my knowledge, that it is accurate, true, and does not contain any misstatements nor omit any information that an investor would find material in their decision to purchase the above referenced debt issue;
- I further understand and acknowledge that if any of the information contained within the sale documents changes in a material manner, including the financial position of our municipality, I will promptly notify MSI.

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(Name of Municipal Official)

(Title)

(Date)

Sent: 08-12-2024

File: Building / BAN