

# Groton Village Board of Trustees Meeting

Monday, October 21, 2024

## Board Members

Trustee Conger  
Trustee Morey  
Trustee Walpole-arrived at 7:40  
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

Mike Albro - YAWS  
Dave Coish-YAWS  
Frank "Butch" Nagy

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

Trustee Morey made a motion to approve the minutes of the September 16,2024 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.

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

	<u>Abstract # 5</u>
GENERAL	155,780.71
WATER	4,594.13
SEWER	62,234.99
ELECTRIC	85,288.29
JOINT REC	1,780.61
CAPITAL	5,677.07

Seconded by Trustee Morey, all in favor, carried.

## Monthly Department Reports:

### Electric Department:

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

- October 7th the Board of Light met with the Groton School District to discuss Electric Busses. They need to purchase beginning 2027. We need to do some upgrades.
- Friday the NYS DOL coordinator for apprentice was here to go over Jack's books and get Schuyler signed up.
- Jack Graduates Friday October 24th.
- Talked with a rep from IRBY - all paperwork in - building 4 meters of each type and then will assign a project coordinator to help get the computer system set up.
- Mayor Neville mentioned that he heard it was possible to go out to referendum on whether of not to go with electric busses. - Trustee Holl mentioned it was a study at this point.

## Department of Public Works

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

- Lead service line inventory completed and sent in to NYS & TC DOH. A lot of work! 783 Systems, 435 not able to identify at this time by going through paperwork, but don't believe they are lead service lines. One possible lead goose neck, but this was not considered a lead service line. Will either have to go into residents home or dig up in street. Went back to the 1890's in books but do not see at anytime that lead service lines were put in. Rules & actions will be coming down the line.
- Busy summer with the building & other items. Hydrant flushing the last week of October & Leaf pick up to begin the first week of November.

## Waste Water Treatment Plant

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

- Introduction of Dave Coish - 3A operator new operator at our WWTP, Pat Albro no longer working at the plant. Dave also worked in Dryden, Oakfield and many others.
- Concerning new gas chlorine regulations - Emergency Response Team would be Ithaca Fire with Groton FD as backup. We need to get our plan of action updated.

## Police Department

### Lt. Troy Boice Reported

- Did a study on East South street of morning time mentioned - did not see any excessive speeds.
- New officer we are sponsoring is at the academy, going good.
- Getting ready for trunk or treat.

## Fire Department

### Chief DeForrest reported the following:

	<u>YTD</u>
Ambulance Calls	787
Fire Calls	218
	<hr/>
	<b>1005</b> almost our 2023 total ytd

- Still providing aid for many other areas.
- Clam bake went great. It was held here at the new station. A few tours given. Many good comments
- Kindergarteners her last Friday - Trucks taken to elementary school and HeadStart for fire prevention week.
- Trunk or treat coming up on October 31st. 5pm on Conger Blvd - Town building. Will be handing out donuts and cider.
- Two new members starting classes in Sennett, which go through December. We will send out some Groton Fire Fighters on 11/26 to help teach.
- Discussion on the Walk-in Cooler
- Trustee Conger made a motion to cover up to \$17,000 for materials and compressor install of the walk-in cooler and have the Fire Department provide labor for install, seconded by Trustee Holl, all in favor, carried.

## 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):**

- Need a representative for the Village as one person left.

## Code Office

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

## Public Comments

- Butch Nagy commented - Year & half ago wall on the water way fell down. Chad from the Village visited last month and noticed that our digging may have changed the water way. As it was partially due to our work, we should look at how we can remedy. Mayor Neville mentioned checking with TC soil & water to see if there is any help they can give. We will look into it and get some quotes.

## Action Items

- Trustee Conger made a motion to approve travel for Ashlyn to attend the PERMA Conference as safety officer on May 15&16 at Turning Stone Casino seconded by Trustee Walpole, all in favor, carried.
- Discussion of the need to raise water rates due to rising cost and preparing for lead water line review and main replacements. Administrator Niswender will review and calculate the needed funds and bring the figures next month.
- Administrator Niswender discussed the Greater Tompkins County Health Consortium new rate increase for 2025 - 14% in order to keep the plan strong. The rates are still much lower than the industry average.
- Discussion of the PON Grant through NYSEDA - Allows for municipalities to contract with someone to prepare the grant and test our electric infrastructure for reliability and future needs. The grant will cover the entire cost and we will not be charged unless we receive it. This will be the first step. Once this has been completed, we can apply for another grant to help with the cost of any necessary upgrades. The Board of Light has reviewed and is recommending to apply. Trustee Holl made a motion to allow Administrator Niswender to apply for the grant seconded by Trustee Walpole, all in favor, carried.
- Tompkins County has approved raising tax exemption limits for Low-Income Disabled Individuals and Seniors, and Veterans exemptions. The Board was given the paperwork to review to consider if they would like the Village to raise their current exemption limits. We will need to adopt any new amounts by March 1, 2025 to take effect on the 2027 Village Taxes
- Trustee Holl made a motion to process the paperwork necessary for the laws to raise the exemptions as follows - \$36,500 -Low-Income Disabled Individuals and Seniors, \$17,000, \$25,000, \$45,000 -Veterans, seconded by Trustee Conger, all in favor, carried.
- The draft Industrial Permit Application was reviewed. The next step would be to send the draft along with a letter to David Galton - Old Chatham Creamery for review and comments as well as a copy to NYS DEC for review. Trustee Walpole made a motion to send the draft to Dave Galton & NYS DEC for review, seconded by Trustee Morey, all in favor, carried.
- As part of the project and estimate of the Dewatering System, the drafting of the Bid Documents for the belt filter press was reviewed. Trustee Conger made a motion to approve option #2 - seconded by Trustee Holl, all in favor, carried.
- Administrator Niswender will be out of town Dec 16th - Angela will take minutes.

8:35pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender

Village Clerk-Treasurer/Administrator

## **Electric Department Report**

October 7, 2024

### **Work Completed**

- Read Meters
- Non-Pay Shutoffs
- Rewired outlet in the Fire Station
- 401 Elm St. Removed meter box for customer siding job & reattached
- Helped DPW with water service on Elmwood Ave
- Helped pour sidewalks on Railroad Ave
- Put up stainless steel in kitchen at the Fire Station
- Cut down dead tree on E. Cortland St
- Chipped brush
- Cleaned garage
- Helped with grinding streets and preparing for paving
- Jack Apprentice training in Fairport
- Dropped service wire at 107 Barrows St. for tree trimmer
- Changed out stopped meters
- UDig NY, Mark outs
- Helped repair Skidsteer
- Paving
- MEUA Conference



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

## Department of Public Works Sept 16 – Oct 21, 2024

### Completed Work/Projects:

- Complete lead service line inventory
- Mowing grass as needed
- Repair water problem at 200 Elmwood Ave
- Pour new sidewalk on Railroad Ave
- Cut back trees and brush on N. Parkway for paving
- Street milling and paving Railroad Ave, N Parkway and W Hill Lane
- Sweeping and clean up after milling
- Replace the starter on the skid loader
- Repair broken water main on S. Main St
- Repair driveway entrances on N Parkway after paving
- Topsoil and grass seed after paving
- Haul in and regrade gravel on Railroad Ave edges
- Clean up area behind the village garage
- Replace 3 water meters not working
- Begin clean up at the old village office
- Close and winterize the park and pool

### Schedule of Work

- Flushing Hydrants
- Leaf pick up
- Street patching
- Service trucks and equipment

## Groton WWTP Update

- New operator in charge Dave Coish . (3a operator with 15 years experience)
- Discharge from the creamery has increased drastically in the last month. (One of the discharges led to almost killing the biological activity of the plant)
- The operators have made changes to the SBR operations leading to a more efficient system.
- Polymer system failed. YAWS's relationship with slack chemicals led them to give the Village of Groton a polymer make up system for free to use.
- New gas chlorine regulations are being put in place. YAWS will work with the local fire department and emergency response team to put a plan in order.
- Gaining headway on the sludge compost.
- Preparing the plant for cold weather conditions.
- Getting ready to implement industrial treatment plan.

**Groton Joint Recreation Committee**  
**October 1, 2025**

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

**Present were:**

Rec Director Becky Koenig

Scott Weeks

Elizabeth Conger

Crystal Young

Jennifer Foote-Dean

Leon Brockway

**Absent**

Angela Conger

The minutes were reviewed from the September 4th meeting.

Motion made to approve the minutes by: Elizabeth Conger

2nd by: Crystal Young  
carried.

The financials from September were not yet available

**Recreation Director Report**

See Director Becky Koenig's Report attached

Updates on report

**Discussion/Action Items**

Groton Trail System-The committee discussed the need for a more formal system to track trail maintenance. Currently the trails are not maintained well year round. The Recreation Director will reach out to the group currently listed as sponsors and confirm their commitment to trail maintenance. Each group will be sent a trail sponsor application and work report. If groups are not able to re-commit to the sponsorship, the Recreation Director will canvas the community for other sponsorships.

**Open Discussion:**

None

**Executive Session**

Motion to adjourn to Executive Session at: 6:38pm Recreation Director was asked to leave for the discussion

made by: Leon Brockway

resumed at 7:30pm

2nd by: Crystal Young

Motion to adjourn at 7:40p

made by: Betty Conger

2nd by: Leon Brockway

Next meeting

November 5th

Submitted by:

Note: -will meet in the Village Office

Becky Koenig

Recreation Director



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

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**Fall Programming**

- Youth Programming
  - Youth X-Country- Running well 12 dedicated participants
  - Girl Scout Troop completed a service community event- Identification signs and invasive species information are all posted.
  - Youth soccer- Running well. We've coordinated and are merging the financials
  - Youth Football/Cheer- Running well, some school/youth schedule conflicts but all have been good about being flexible.
- Adult Programming
  - Group Fitness classes running- payment directly with instructor. This was done to keep the cost down for the Rec Dept.
  - Yoga- running Tues/Thurs 10-11am in community room. Increased the price for a punch card by \$5 to cover expenses. The increase has not affected registration.
  - Archery program at the end of October. - More specifics to come.
  - Photo editing class Oct 21<sup>st</sup> and 23<sup>rd</sup> in the STEAM lab. 6-7:30pm
  - Dance class in October. Still working on best dates for class
  - Flag football. Sundays 11-12:30pm. Pick-up games. Changed the time in hopes of getting more participants.
  - Group Hike event 10-12 October 12<sup>th</sup> with The Good Neighbor.
    - Meeting at GN and walking the trails behind the school.
- Concert Series- Have all but two days scheduled for bands. Will be meeting with the Legion again on Oct 8<sup>th</sup> **2 More dates to fill. Working on food trucks as well.**
- Trunk or Treat. Thursday Oct 31<sup>st</sup> 5-7pm. Emailed all participants from last year plus others who have taken part in the past. Posted on FB. Will be held at Conger Blvd. **Currently have 17 Trunks registered for the event. New this year, Village is sponsoring 2 Port-a-Jons. Brining in 2 food trucks (Fred Hot's and Hangry Happenings.)**
  - Main Street Trick or Treat-Contacted businesses and posted it as an event on FB.

**Winter Programming**

- Youth Basketball. Reaching out to secure coaches. **The overall cost for team registration has increased and therefore we will need to increase as well. We will move from \$68 to \$75 to cover service fees, league fees, and equipment costs.**
- Youth Wrestling. Reaching out to secure coaches. **Coaches asked to shift the grade range to 1s-6<sup>th</sup>. It was determined Kindergarten was too young of an age to be productive.**

**Other Items**

- Partnering with GPL on Halloween Teen night. **Meet today and helped plan the haunted library event. Will help with equipment and staffing as needed.**
- Sustainable Finger Lakes Neighborhood Mini-Grant program
  - Working with GPL on a grant for a bike repair station. It will be located at the library. **Suggested to put the information out to the GCBA and look for business sponsorship to cover the remaining balance if grant is awarded.**

**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*

# Groton Youth Commission

143 Cortland St, Groton, NY 13073

*Chair*  
Glenn E. Morey

*Vice Chair*  
Elizabeth T. Conger

*Board Members*  
Brian Klumpp  
Sara Knobel  
Kristin Prugh

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## Meeting Minutes October 2, 2024

The October 2, 2024 meeting of the Groton Youth Commission was called to order by chairman Glenn Morey at 7:10PM. Members present were Elizabeth Conger vice chairman, Co-op Extension Coordinator Shelley Lester, Kristin Prugh (and Daughter Violet), Program Manager Keith Davenport, Rural Youth Services Rep Rick Alvord, and Kristin Prugh. Kayla Esparza has resigned. Thank you, Kayla, for your service to the Youth Commission. Still seeking a member-at-large for the Town of Groton to replace Pegi Ficken. Absent were Sara Knobel and Brian Klump. A call was placed to the Town Clerk's office in regard to the replacement.

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

Minutes for September 4, 2024 were accepted on a motion by Glenn, seconded by Kristin, and carried.

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

**Report: Shelley Lester:** The first staff meeting/retreat of the season was held @ Steinkraus Orchard. CCE is looking for a new van, as the one they are using now will not pass inspection. They are seeking a grant for the new vehicle.

**Report: Rick Alvord:** October is Teen Mental Health Month. There will be a presentation at Tompkins County Library October 5: Teens Unite Against Substance Abuse.

**New Business:** Kayla Esparza has resigned. A replacement will be needed from the Village-at-large.

Meeting adjourned at 7:45PM

Next meeting is November 6, 2024 @ 7:00PM

Submitted by  
Elizabeth Conger  
Vice Chair

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**Board Meeting – October 21, 2024**

**Ted Skibinski, Code Enforcement Officer**

**Reporting and Accomplishments:**

1. 2024 Life Safety Inspections completed September/October – 16
2. Code Violation letters sent in September/October – 0
3. Building Permits opened in September/October – 9
4. Building Permits closed in September/October – 3
5. Active Building Permits – 22