

Groton Village Board of Trustees Meeting

Tuesday, February 20, 2024

Board Members

Trustee Conger
Trustee Morey
Trustee Walpole - via Zoom non voting
Mayor Neville
Trustee Holl

Others in attendance:

Nancy Niswender - Clerk
Steve Teeter - Elec Supervisor
Chad Shurtleff - DPW Suprv.
Eric DeForrest - GFD Fire Chief
William "Skip" Schell
Mike Albro - YAWS
Pat Albro - YAWS

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

Trustee Morey made a motion to approve the minutes of the January 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. and to adjust the budget as follows:

F0-8340-21	Meters	289.12	
F0-8330-02	Source of Supply - Equip	169.30	
F0-8340-02	Transmission & Dist. - Equip	1,367.19	
F0-8340-04	Transmission & Dist. - Cont.		1,825.61
F0-1920-04	Municipal Dues	12.00	
F0-1950-04	Taxes		12.00

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

	<u>Abstract # 9</u>
GENERAL	208,985.89
WATER	22,452.84
SEWER	48,649.53
ELECTRIC	172,952.69
JOINT REC	3,308.00
CAPITAL	460,022.55

Seconded by Trustee Holl, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter report was submitted (attached to the minutes)

- Irby testing of items, a few need replacing.
- Feb 26th - Gloves/Sleeves testing in Syracuse
- Feb 26th NYS Apprentice review with Jack.
- March 12-13 Engineering Workshop
- Set 2 new poles. 1 on Clinton Ave., one on Railroad. 1 more to be set tomorrow at new building.

Department of Public Works

Supervisor Shurtleff report submitted (attached to the minutes)

- Will be replacing the 36" Stormwater pipe on Railroad when it is dug up.
- Railroad Ave is scheduled to be paved, hopefully before our June building opening.
- There will be wiring set for a sign on the corner for a future project by Brian Klumpp.

New Building update

Skip Schell Reviewed

- Some updates and changes to the bathrooms.
- We should check on numbers of outlets.

Waste Water Treatment Plant

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

- Influent pump - warranty - 1 yr. It has been about 6 months.
- New individual starting, Adam no longer at the WWTP.

Fire Department

Chief Eric DeForrest reported the following:

- Dangerous call in January. Was dispatched to an outside fire, with someone with a weapon. This was turned over to the police department.
- The annual banquet was held last month. It was a nice turnout.
- Annual OSHA was also last month, with this and a few at Locke Fire Department, all are now OSHA trained.
- Gear washer grant award - from PERMA for \$5,000
- EMT's are caught up with a few refreshers left.
- Last weeks Chicken BBQ went well with all chicken sold.

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):

- New Program Manager Keith Davenport is doing a great job getting programs going.

Code Office

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

7:30 PM Public Hearing on Local Law #2 of 2024

The regular meeting was temporarily suspended and Mayor Neville opened the Public Hearing on Local Law #1 - A LOCAL LAW TO #2 to change Section 87-1, Animals at large. (attached)

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

Trustee Conger made a motion to close the public hearing at 7:33pm, seconded by Trustee Morey, carried.

Trustee Holl made a motion that the Local Law No. 2 of 2024, #2 to change Section 87-1, Animals at large be adopted, and upon roll call:

Trustee Holl voted "aye",

Trustee Conger voted "aye",

Trustee Morey voted "aye",

Mayor Neville voted "aye"

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

Presentation & Discussion Items

- As Mr. Toolan was not in attendance. The decision following our Village code, is that if he is unable to maintain the sidewalks himself, he would need to look for someone to do it for him, or he would need to hire someone.
- Pro-Housing Community Designation. Information was distributed last month. Step #1 letter of intent was sent in. Next step is to adopt a resolution adopting the Pro Housing Community Pledge. Then we will work on submitting the required documents from Building Code and Zoning Code.

Action Items

- Trustee Conger made a motion to adopt a resolution adopting the Pro Housing Community Pledge seconded by Trustee Holl, all in favor, carried.
- Trustee Conger made a motion Travel for Nancy or Angela to PERMA Annual Conference May 8-10 at The Sagamore Resort-Bolton Landing, NY seconded by Trustee Morey, all in favor, carried.
- Trustee Conger made a motion to approve the GHD Wastewater Treatment Plant Engineering report and have GHD submit to NYS DEC, EFC seconded by Trustee Holl, all in favor, carried.
- Trustee Conger made a motion to approve the Resolution designating Nancy Niswender, Village Clerk-Treasurer Administrator to execute the EPG Engineering Planning Grant, (attached) seconded by Trustee Holl, (4) aye, (0) nay, carried.
- Mayor Neville appointed Matthew Sheerin as a part-time paramedic at a rate of \$26.02

7:53pm Trustee Conger made a motion to move into executive session to discuss employee matters, seconded by Trustee Holl, all in favor.

8:11pm Trustee Conger made a motion to move out of executive session, seconded by Trustee Morey, all in favor, carried.

No Action taken

8:12pm Trustee Conger made a motion to adjourn to the budget workshop on March 2, 2024 at 9am.

Respectfully submitted,

Nancy Niswender

Nancy Niswender

Village Clerk-Treasurer/Administrator



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

Village Board of Trustees Meeting, February, 20, 2024

Authorization for Designated Representative to Execute Grant Agreement

NOW, THEREFORE, BE IT RESOLVED, the Village Clerk-Treasurer/Administrator is hereby authorized to execute an Engineering Planning Grant (EPG) Agreement with the New York State Environmental Facilities Corporation (NYS EFC) and any and all other contracts, documents, and/or instruments necessary to facilitate the EPG project referenced herein and to fulfill the Village of Groton’s obligations thereunder.

Authorization and Appropriation of Local Match

*Local match is a minimum of 20% of the total EPG grant award.

NOW, THEREFORE, BE IT RESOLVED, the Village of Groton hereby authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant Program for the Village of Groton CFA in the amount of \$5,000 and based upon the total EPG Grant award of \$24,900.

BE IT FURTHER RESOLVED, the source of the local match, and any amount in excess of the required match, shall be provided by general funding and in-kind services.