

# Groton Village Board of Trustees Meeting

Monday, December 16, 2024

## **Board Members**

Trustee Conger  
Trustee Morey  
Trustee Walpole  
Mayor Neville

## **Others in attendance:**

Angela Conger - Deputy Treasurer  
Lt Troy Boice  
Steve Teeter - Elec Supervisor  
Chad Shurtleff - DPW Suprv.

Mike Albro - YAWS  
Dave Coish-Yaws  
Rich Cunningham-Thoma

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

Trustee Conger made a motion to approve the minutes of the November 18, 2024 Board Meeting, seconded by Trustee Morey, 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:

	<b><u>Abstract # 7</u></b>
GENERAL	215,148.50
WATER	9,265.77
SEWER	39,719.46
ELECTRIC	123,949.64
JOINT REC	4,814.93
CAPITAL	-

Seconded by Trustee Morey, all in favor, carried.

## **Monthly Department Reports:**

### **Electric Department:**

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

- AMI Meters are coming in, the company says that all of the other equipment will be arriving soon as well.
- Safety school on 12/17/2024- Tom, Jack and Steve will be attending.
- The mayor asked about the MEUA mutual aid training that Steve went to in Syracuse. Steve explained that they are trying to create a committee that can be called out for storms etc. There will be a foreman, and workers to ensure safety and efficiency.

### **Department of Public Works**

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

- Supervisor Shurtleff discussed cleaning out the garage and offices and getting rid of old equipment that's not being used. He spoke about wanting to get a map printer that would print 24X 36 to update the maps as they are being used a lot more by engineers.
- The filters will need to be replaced at the Water Plant. They have been there since 2006. They need 14 filters. Chad is getting quotes.
- Mayor Neville asked what the plan was for the old office once it's fully cleaned. He would like to have it winterized.

## Waste Water Treatment Plant

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

- A village resident is complaining about the smell frequently. The resident has scheduled a meeting with the commissioner of the DEC. The resident has not given his name when he calls and complains.
- Dave Coish has been cleaning up old unneeded manuals and organizing at the WWTP.
- There was a discussion about the rates for the Creamery to charge for the testing and additional flow from them. There was a meeting between YAWS, DEC, Old Chatham and The Village of Groton. Mike Albro recommended charging at least \$.20-\$.25 to help offset the added costs from the creamery.
- The SBR #2 Mixer was installed and the guide rail came apart. The only way to fix is to take the SBR down but the flow needs to be decreased before that can be done.

## Police Department

### Lt. Troy Boice Reported

- Dealership for new car. Was supposed to be delivered by end of November. Troy followed up.
  - Anthony Sciarra has submitted resignation first week of January. The police department is down 3-4 guys. The new hire Mackayla MacDowall will be done with academy 12/17/24. Needs 3 months of training. New guy retired from Cortland County can start immediately. Talked about having another full timer to cover shifts.
- Mayor asked about electric police cars. Ithaca has one. Troy doesn't think the car would be a good choice.

## Fire Department

### reported the following:

	<u>YTD</u>
Ambulance Calls	917
Fire Calls	256
	<u>1173</u>

- Breakfast went well, about 40 people. We plan to do throughout the winter.
- Fire Department adopted 2 families with the Cornell elves.
- New Hooks Member Elizabeth Reynolds. Trustee Conger motioned to approve new fire fighter. Trustee Morey seconded. All in favor.

## 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):

## Code Office

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

- In reference to Mrs. Hamel's letter about extermination. The board is not in agreement with paying for that. If she would like to have extermination, she will need to pay for it on her own.

## **7:20 PM Public Hearing on Restore NY Funding**

The regular meeting was temporarily suspended and Mayor Neville opened the Public Hearing on Restore NY Funding.

Angela Conger read the Legal Notice.

Rich Cunningham from Thoma Development Consultants who are applying for the grant for the Village explained the details of the program.

Program can fund up to 90% and no cost to the Village.

The grant is due December 20, 2024.

Mayor Neville made a motion to close the public hearing at 7:26 pm, seconded by Trustee Walpole carried.

### **Action Items**

- Trustee Conger made a motion to adopt a resolution to authorize the submission of an application for Restore NY funding, seconded by Trustee Walpole, all in favor, carried.
- Trustee Walpole made a motion to charge the rate of 25 cents per item for the Old Chatham Creamery discharge billing., Seconded by Trustee Conger, all in favor, carried.
- Virginia Higgins submitted Resignation for the Groton Housing Authority 12/10/2024 - Mayor appointed the supplied list of Members to the Groton Housing Authority
- Mayor to appoint Timothy Jones as part-time Police Officer at a rate of \$26.15/hr.
- Mayor to sign prior approved Industrial Permit for Old Chatham Creamery to take effect 12/19/2024.
- Schedule Public Hearing for Local Law #1 to override the tax cap for the January 21, 2025 meeting at 7:30pm.
- Schedule Public Hearing for Local Law #2 for water rate increase for the January 21, 2025 meeting at 7:40pm.

7:57pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Angela Conger  
Deputy Treasurer

## **Electric Department Report**

December 9, 2024

### **Work Completed**

- Put up decorations
- Read meters
- No-pay shut offs
- Chipped brush
- Safety school in Endicott
- Serviced tractor
- Repaired security lights
- Moved shelves from old village office
- Installed new switch for range hood in the fire station
- Call out broken streetlight on Main St
- Plowing snow
- Call out 216 Spring St bad split bolt
- Fixed plow on E1 and turn signal
- 142 Cayuga St disconnect and reconnect for generator hook up
- Turn on 106 Morton Ave
- Helped replace brakes on truck 42 and 46
- Repaired plow on chipper truck
- Steve – meeting in Syracuse on mutual aid coordination
- Hooked up new service to garage at 112 Church St



# Village of Groton

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Phone: 607-898-3966 ♦ Fax No. 607-898-4177  
TDD: New York State Relay 1-800-662-1220  
e-mail: [customerservice@grotonny.org](mailto:customerservice@grotonny.org)

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 Nov 18 – Dec 16, 2024

### Completed Work/Projects:

- Plow and salt as needed
- General garage maintenance
- Replace brakes on truck #46
- Repair plugged sewer line at the Fire Station
- Finish picking up leaves
- Install a sewer tap on Spring St for new trailer
- Repair chemical feed lines at the sewer plant
- Repair the auger at the sewer plant
- Clean in place process at the water plant
- Work on industrial waste permit for Old Chatham
- Clean out the old Village office.

### Schedule of Work

- Fire Hydrant repairs
- Water tap for Spring St house new construction
- Organize offices at the Village Garage
- New water service @ end of Gerald Moses Dr.

## Groton WWTP Update

### DEC 2024

- Facility has started to use magnesium oxide to help control alkalinity in the wastewater. This is still on going. Will advise on any changes.
- Facility has had more excessive discharges from the creamery this month. Matt Russo was on site when we got hit on 12-10-24 This was a 4hour discharge. This has been documented at the facility with photos.
- We are making changes to the SBR operations leading to a more efficient system this is on going to keep up with the discharges from the creamery.
- Pressing everyday to try and get solids down from overloading system with milk.
- Screw press auger rotted out. Chad came down and installed a good temporary fix. Hoping this last until new press is installed.
- Been working on housekeeping at the facility.
- Matt from DEC came to check on system from previous smell complaint, he was heading to meeting on creamery discharge permit.
- Update on mixer for SBR #2 as of 12-13-24 mixer was installed and up and running. Upon install we found that the mast that holds mixer has come apart at the bottom. We will need to address this when weather is better.
- System transitioned into cold weather conditions pretty smoothly.
- Getting ready to implement industrial treatment plan.

**Groton Joint Recreation Committee**  
**December 3, 2024**

Scott Weeks called the meeting to order at: 5:34pm

**Present were:**

Rec Director Becky Koenig  
Scott Weeks  
Elizabeth Conger  
Leon Brockway  
Crystal Young  
Angela Conger

**Absent:**

Jennifer Foote-Dean

The minutes were reviewed from the November 5th meeting.

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

The financials from October were reviewed

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

**Recreation Director Report**

See Director Becky Koenig's Report attached  
Updates on report

**Discussion/Action Items**

Leon Brockway asked about the Baseball/Softball fields at the church on 38. Recreation Director Becky Koenig said that Ellard had said they were no longer interested as the contract length wouldn't be guaranteed for the investment. The field availability was better last year. Recreation Director Becky Koenig said that she had a discussion with Margo Martin and Steve Woodard in the fall about submitting building use forms more than a month in advance to schedule games. They haven't changed their minds on that procedure right now.

**Open Discussion:**

NONE

Motion to adjourn: 6:04pm

made by: Elizabeth Conger  
2nd by: Jennifer Dean

Next meeting January 7th 5:30pm

Leon Brockway will bring cookies :)

Submitted by:

Angela Conger  
Village of Groton  
Deputy Treasurer



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

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### Winter Programming

- Youth Programming
  - Wrestling Camp November 18<sup>th</sup>-21<sup>st</sup> (35 participants)
  - Wrestling Season starts Dec 2<sup>nd</sup> (25 participants) - **because of new mats they are able to run 2 tournaments this year.**
    - Home Tournament Jan & Feb.
  - Youth Travel Basketball practices start this week. (56 participants)
  - Youth Skills & Drills starts in January. K-3<sup>rd</sup> grade. **Due to low numbers the 3<sup>rd</sup> and 4<sup>th</sup> grade were combined for skills and drills. Starting January 11-February 16 on Saturdays.**
  - Youth Open Rec Soccer- 1 day per week working on skills/fun games. Free & no registration. **Tim Parsons is doing this program at the elementary school small gym.**
- Adult Programming
  - Holiday Sewing Class with Flo Allen- Sundays Nov 17<sup>th</sup>-Dec 8<sup>th</sup>. (10 participants) Extended another day. **Great feedback, Flo discussed wanting to do more after the first of the year. Change it up a little bit and have people bring their own fabric and make it 2 hours.**
  - Group Fitness classes running- Tabata Fitness and Kickboxing
  - Yoga- running Tues/Thurs 10-11am in community room.
  - Dance class for adult- Mondays Starting Nov 18<sup>th</sup> soft shoe tap, beginning ballet, stretching for flexibility & mobility. Cancelled due to low numbers- **Only one attendee.**
  - Group Hike event 10-12 December 14<sup>th</sup> with The Good Neighbor. Set as a monthly event. **-Adopt a Trail has had 2 verbal commitments by Boy Scouts and another family.**
  - Co-Rec Volleyball- Starting in Dec 2<sup>nd</sup> – **Mondays 7-8:30. There were 11 people. It was started a little earlier this year but the core people who have been wanting it back were there.**

### Other Items

- 1<sup>st</sup> Day Hike- January 1<sup>st</sup> 12-2pm at Memorial Park
  - Girl Scouts with smores and fire
  - PTO with Hot Chocolate
  - Good Neighbor-Possible treats
- Cabin Fever- March 3<sup>rd</sup>
  - Booked Cornell Raptors for the entire event plus 1 hour presentation
  - Booked bounce house, Sciencenter, Crossroad the clown, photo booth
  - Working on finding a new evening activity. The school will not allow roller skating any longer. **A movie night in the gym or auditorium was suggested.**
- GCBA-Working on a solution for a community calendar. Working with the Marketing and Outreach committee.
- Concert Series- All dates are booked. Working on food trucks. **-Any suggestions let Becky know.**
- 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. **Received \$750 Grant The whole project is \$2,304 they are looking for the additional funds.**

### Grants: 2023-2024

- |                                 |               |
|---------------------------------|---------------|
| • Summer Concert Grant:         | AWARD \$2,100 |
| • Community Celebrations Grant: | AWARD \$1,200 |
| • United Way:                   | AWARD \$2,000 |





— NOVEMBER 2024 —

# Groton Rural Youth Services



## THE QUEST KEEPERS

Mondays: Nov 4, 18, 25 Dec 2, 9, 16 3:00pm - 5:30pm

Grades: 3rd - 8th, @ Groton Library

Males: 6, Total: 6, ADA: 6,

Life skills: Teamwork, Critical Thinking, Managing Feelings



The youth are working wonderfully together in this program. They love playing "Pandemic" where they collectively work together to cure the world. It is a path to building on all of their strengths. Another favorite is the game Twister, which they all find fun to play and encourages tons of laughter.



Keith Davenport Groton Program Manager  
Cell: (315) 283-5476 Email: [kd528@cornell.edu](mailto:kd528@cornell.edu)



# WINTERWONDERLAND CRAFTING

Tues. Nov 5, 19, 26 Dec 3, 10, 17  
3:00pm-5:30pm

@Groton Elementary School  
2nd -5th Grade

Females: 2, Males: 10, Total: 12 ADA: 11

Life skills: Self-Motivation, Learning to Learn, Concern for others

The youth have been enjoying this program which begins outdoors where they get snack and playground time. Following that we head to the STEAM lab where the youth have been making holiday ornaments, stockings, pipe cleaner Christmas Trees and Candy Canes. In December they will be building Ginger Bread House. Some skills that the youth have been learning are how to thread needles, sew, how to tie knots and they have put there imaginations to work.



## FLOUR POWER BAKING

Weds. Nov 6, 13, 20 Dec 4, 11, 18  
3:00pm-5:30pm

@Groton Middle School  
Grades: 6th to 8th

Females: 7, Males: 2, Total: 9, ADA:

Life skills: Cooperation, Critical Thinking, Healthy Lifestyle Choices

Youth in Flower Power Baking are learning the importance of measuring among many other skills.

We have also had a special guest, Nina, from the CCETompkins Nutrition Department. Nina taught the youth how to make healthy food and drink selections. One activity she did was having the youth learn how to calculate the number of teaspoons of sugar in different drinks. This helped them to so they can compare multiple drink options. Nina also shared with them really cool things like fruit pens and water bottles.



Groton Youth Service  
Facebook Page



# WINTERTIME CRAFTING

Thurs. Nov 7, 14, 21 Dec 5, 12, 19, 3:00pm to 5:30pm, @ Groton Middle School

Grades: 6th -8th

Males: 5, Total: 5 ADA: 4

Life skills: Self-Motivation, Self-Discipline, Nurturing Relationships

The students have had an interesting time picking out what they wanted to do. They were able to make ornaments and stockings. They made clay decorations ranging from a snowman mug to a dinosaur. They also had a good time making holiday cards to take home to their family's. Youth are forming relationships with each other as they work they have interesting conversations which is leading to growing friendships.

## PARTICANT HIGHLIGHT

Sawyer loves program! He has so much energy so he excels with programing that allows for more movement. Sawyer has a great sense of humor and has made many friends!  
We enjoy having him in program!

## Last Week of October Pictures!!!



• • For Free: <https://bit.ly/GrotonRYS> • •



# TRAININGS

- Nov 11, 12pm -2pm Live Session, Fostering Developmental Relationships
- Week of Nov 11 Self-Pace Learning 4 Hrs. Ensuring Program Quality & Belonging
- Nov 18, 12pm -2pm Live Session Ensuring Program Quality & Belonging
- Week of Nov 25 Self-Pace Learning 4 hours Driving the Thriving from Theory to Practice

Foundations of Positive Youth Development for 4-H Professionals is an extensive training that is great in teaching positive youth development within a 4-H setting. The training provides camp specific scenarios. The best part is they give the materials so Keith can use those materials in training camp staff. We applied for sports funding for camp for the use of bowling ally in Groton. The Camp Director meeting we were able to learn about risk management from our insurance's leader.



**THE MOST & LIGHTS ON THE LAKE TRIP**

Wed. Nov 27, 2024, 10:45am-7pm, 3rd-8th Grade

Join us for a festive road trip to Syracuse, NY. Our first destination will be the MOST Museum.

We will enjoy the short film T-Rex & check out the cool activities at the MOST, led by museum staff.

Then we will enjoy diner out together before checking out the Lights on the Lake display on Onondaga Lake.

We look forward to hanging with you & enjoying the day!

Pick up and drop off at the Elementary School please arrive at 10:45am so the van can leave by 11am  
Pick up is 7:00pm.

Please pack a lunch, Dinner will be provided.

**Registration:**  
<https://bit.ly/GrotonRYS>

 Cornell Cooperative Extension  
Tompkins County 

*Lights on the Lake*

**Cornell Cooperative Extension**  
**Tompkins County**

Cornell Cooperative Extension is an equal opportunity, affirmative action educator and employer

**Board Meeting – December 2024**

**Ted Skibinski, Code Enforcement Officer**

**Reporting and Accomplishments:**

1. 2024 Life Safety Inspections completed November/December– 2
2. Code Violation letters sent in November/December – 6
3. Building Permits opened in November/December– 6
4. Building Permits closed in November/December – 10
5. Active Building Permits – 9
6. 176 Cayuga St. – Letter of permission to exterminate