

Groton Village Board of Trustees Meeting

Monday, July 21, 2025

Board Members

Trustee Conger
Trustee Morey
Trustee Walpole

Others in attendance:

Nancy Niswender - Clerk
Dan Ellis - Thoma
Mike Perkins

Lee Shurtleff

7:00pm Deputy Mayor Conger welcomed everyone to the meeting.
Trustee Walpole lead us in prayer in memory of Jack Breed

Trustee Walpole made a motion to approve the minutes of the June 16, 2025 Board Meeting, seconded by Deputy Mayor Conger, carried.

Audit of claims and approval thereof.

Trustee Morey made a motion to approve the claims presented for review.
and to adjust the budget as follows:

A0-8020-04	17,500.00	
A0-3089-0		17,500.00
J0-7270-04	113.80	
J0-7145-41		113.80

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

Abstract # 2

GENERAL	199,261.69
ELECTRIC	115,371.96
WATER	30,036.51
SEWER	35,481.80
JOINT REC	10,164.12

Seconded by Trustee Walpole, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter report was submitted (attached to the minutes)

Department of Public Works

Supervisor Shurtleff report submitted (attached to the minutes)

Waste Water Treatment Plant

Yaws Report was submitted (attached to the minutes)

Fire Department

Chief DeForrest report submitted (attached to the minutes)

Joint Recreation

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

Groton Youth Commission

Trustee Conger - no meeting this month

Code Office

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

Presentation & Discussion Items

- Thoma discussion of future CDBG funding is at risk of disappearing. The Village has seen a lot of interest in the current funding and Thoma recommends that you go after this grant again now to not take a chance of it not being available next year. Dan feels we would have a good chance of getting the grant, seeing we have a lot of interest and will most likely have many more interested.
- Trustee Walpole made a motion to approve Thoma to prepare an application and apply for the next CDBG grant, seconded by Trustee Morey, all in favor, carried.

Action Items

- Trustee Walpole made a motion to approve the extension of pool hours on the weekend and to adjust budget for lifeguards if needed, seconded by Deputy Mayor Conger, all in favor, carried.
- Trustee Walpole made a motion to approve the GHD amended contract for WWTP upgrades (copy attached), seconded by Trustee Morey, all in favor, carried.
- Trustee Walpole made a motion to approve the EFC Funding for WWTP upgrades (copy attached), seconded by Trustee Morey, all in favor, carried.
- Discussion of Municipal Solutions contract for WIIA and/or WQIP Grant Applications. Trustee Walpole made a motion to approve Municipal Solutions to apply for WIIA & WQIP seconded by Deputy Mayor Conger, all in favor, carried.
- Discussion and selection of Municipal Building Bond Schedule. Trustee Walpole made a motion to accept the 50% rule seconded by Deputy Mayor Conger, all in favor, carried.
- Trustee Walpole made a motion to have the Deputy Mayor Conger appoint Michael Perkins as Electric Lineman at a rate of \$60 per hour and benefit package as discussed at the interview, seconded by Trustee Morey, carried.
- Trustee Morey made a motion to raise Steve Teeter's pay rate to \$60/hr. beginning 7/21/2025, seconded by Trustee Walpole, all in favor, carried.
- Trustee Walpole made a motion to approve the updates to the employee handbook seconded by Deputy Mayor Conger, all in favor, carried.
- Trustee Walpole made a motion to have the Mayor sign The NYCOM Critical EMS Legislation Letter seconded by Deputy Mayor Conger, all in favor, carried.
- Deputy Mayor Conger made a motion to accept the Village of Groton position statement on Diversity, Equity and Inclusion seconded by Trustee Morey, all in favor, carried.
- Trustee Walpole made a motion to approve the Labor Day 5k, seconded by Deputy Mayor Conger, all in favor, carried.
- Trustee Walpole made a motion to approve Clerk Niswender to arrange drawings of the Groton Police Station building, seconded by Trustee Morey, all in favor, carried.

7:30pm Trustee Walpole made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Village of Groton

Electric Department Report

July 14, 2025

Work Completed

- Installed transformer and hooked up new service at 330 Carpenter Ave.
- UDIG NY markouts
- Hooked up service to the legions shed
- Replaced lights in the pole barn
- Replaced outlet and breaker at the pool
- Helped with water service on Carpenter Ave.
- Tree trimming
- Removed tree on E. Cortland St.
- Hooked up new service at 504 ½ Spring St.
- Sprayed weed in substation
- Read meters
- Poured pad and set stones for Welcome to Groton sign on Cayuga St.
- Reattached house service at 205 Spring St.
- Installed temporary service at the Legion for the summer bands
- Landis & Gyr meeting
- Safety school in Endicott
- Non-pay shut off
- Helped remove side walks on Elm St.
- Set up stage at the Legion



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

June 16 – July 21, 2025

Completed Work/Projects:

- Finish work at the pool for inspection and opening
- Install two water services on E. Cortland St.
- Town of Groton crew repaired the road around the park
- Repair broken fire hydrant behind Baker Miller Lumber
- Begin replacing Welcome to Groton signs
- Assist homeowner, 139 E. Cortland St. with new services
- Set up stage for summer concerts
- Remove a broken tree off Clark St. water tower
- Replace a 12" storm water pipe on Walpole Rd
- Repair the pod pump, install spare motor
- Brush hog and mow through utility right of way
- Repairing a water leak at the Cemetery
- General water plant maintenance

Schedule of Work

- Pothole patching
- Prepare streets for paving
- Valve and fire hydrant repair and maintenance
- Repair water main leak on S. Main St.

Village of Groton

Fuel Usage Report in Gallons

Dates: 07/21/2025

	Unleaded	Diesel
DPW	152	163
Electric	117	37
Fire	139	169
Police	346	

Groton WWTP Update

June 2025

- The Creamery discharges have not gotten much better for the month of June. We are still seeing loadings that we have not seen before. This is putting a strain on the facility. We have been adding a lot more bugs to maintain a happy system. This is working great.
- We are still dosing headworks with hydrogen Peroxide. This seems to be helping a great deal. We will continue to dose at headworks.
- Polymer system has been running good at this time.
- #2 mixer for SBR #2 is still in progress. Hopefully when flow slow down we can get this addressed. This on our schedule hopefully within the next 2 weeks as flows are down.
- We are having a major problem with #2 filter falling off the rollers. We are going to have to address this concern soon. The welding work done is tearing rollers up due to not exposed weld. I called the manufacturer, and these filters are no longer in production, and they do not make replacement parts. We will need to address this soon.
- Trying to keep up lawn and building maintenance.
- The facility and system looks great and well within permit.

Groton Fire Department

Report – July 21, 2025

Chief DeForrest

Kids fire camp was postponed and will be rescheduled soon.

Fire Department is purchasing 2 new – (4 gas meters) for each engine that will better detect deadly gases within a residence. The 4 gases they measure are oxygen, carbon monoxide, hydrogen sulfide and combustible gases.



Groton Joint Recreation Committee
Becky Koenig- Director Report
July 2025

Summer Programming

- Free Programming
 - Arts & Crafts in the Park (Craft Shack).
 - Starts July 7th M-F 9am-12:00. New craft project each day.
 - Teen Time- Erin Cummings is running
 - Starts July 9th Wednesdays 3:30-5:30pm
 - Sports, crafts, games and more.
 - Toys in the Park
 - Finger Lakes Toy Library on site Fridays starting July 11th 10:30 am-12:30 pm
 - Free access to toys each week.
 - Adult Kickball
 - Thursdays 6:30-8pm. Starts July 10th
- Youth Programming.
 - 14 youth programs running this summer.
 - All programs have enough registration to run. -Adult photography was cancelled due to low participation.
- Pool opened June 21st.
 - Extended swim lessons to include evening hours M-F Evening lessons 6-7 pm.
 - Extended open swim to 6pm 7 days per week.
 - Extended adult lap swim to an hour 7 days per week 12-1pm
 - Swim lessons start June 30th
Asking the board to open longer on Saturdays 10-12pm, Checking the budget.

Summer Events

- Summer Concert Series
 - Starts July 11th 6:30-9pm
 - All bands and food trucks are scheduled. Working on getting all food trucks to complete paperwork.
 - Ad placed in the Shopper the week of June 17th
- Fourth of July Fireworks – There's an issue with the bathrooms, needed to rent a port-a-john.
 - Sunday July 6th @ Elementary School
 - DJ scheduled, Baseball/Softball will run concession stand, PTO selling items; Locos Tacos, MoMo's food truck.
- Groton Big Rig Event
 - Saturday July 26th 11-2pm
 - Currently have 8 Trucks participating. GFD, GPD, Town, Village, Mayor with farm equipment. I'm working on getting more trucks. -Sheriff's Dept may come. Considering shifting to a different month with less going on like the fall.
 - Locos Tacos and Dugan will be food trucks on site.
- Olde Home Days
 - August 21st-23rd

Groton Joint Recreation Committee

July 1, 2025

Scott Weeks called the meeting to order at: 5:31pm

Present were:

Rec Director Becky Koenig

Scott Weeks

Elizabeth Conger

Angela Conger

Crystal Young (Arrived @ 5:40pm)

Absent

Jennifer Foote-Dean

Leon Brockway

The minutes were not approved from May as we didn't have a quorum at the time.

Recreation Director Report

See Director Becky Koenig's Report attached

Updates on report

Discussion/Action Items

- Ithaca YMCA met with Recreation Director about a Rural Youth Day of Play. It would be one day in August and they will bring all of the supplies. It's scheduled for Tuesday August 19th 11-2pm.

Open Discussion:

None

Motion to adjourn: 5:52pm

made by: Elizabeth Conger

2nd by: Crystal Young

Next meeting: September 2nd

Submitted by:

Angela Conger

Village of Groton

Deputy Treasurer

Board Meeting – July 21, 2025

Ted Skibinski, Code Enforcement Officer

Reporting and Accomplishments:

1. Building and Zoning Complaints in July – 2
 - a. Ross Field maintenance noise.
 - b. Fallen tree creating water dam by Ross Field
2. 2025 Life Safety Inspections completed July – 2
3. Code Violation letters sent in July (includes sidewalks) – 0
4. Building Permits opened – 1
5. Building Permits closed – 1
6. Town Court appearance tickets in July - 1
7. Active Building Permits – 13
8. 2024 NYS Code enforcement continuing education – 0 hrs.