

# Groton Village Board of Trustees Meeting

Monday, December 15, 2025

## **Board Members**

Mayor Neville

Trustee Walpole

Trustee Holl

Trustee Conger-Absent

Trustee Morey-Absent

## **Others in attendance:**

Nancy Niswender - Clerk

Lt Troy Boice

Mike Perkins - Elec Supervisor

Chad Shurtleff - DPW Suprv.

Mike Albro - YAWS

Dave Coish- YAWS

Ted Skibinski-Code Officer

Eric DeForrest - GFD Fire Chief

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

Trustee Walpole made a motion to approve the minutes of the November 17, 2025 Board Meeting, seconded by Trustee Holl, carried.

## **Audit of claims and approval thereof.**

Trustee Holl made a motion to approve the claims presented for review.

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

	<b><u>Abstract # 7</u></b>
GENERAL	180,603.39
ELECTRIC	132,890.21
WATER	6,295.27
SEWER	36,353.01
JOINT REC	2,330.63
CAPITAL	9,500.00

Seconded by Trustee Walpole, all in favor, carried.

## **Monthly Department Reports:**

### **Electric Department:**

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

- New LED rope lights - better price longer lasting.

### **Department of Public Works**

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

### **Waste Water Treatment Plant**

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

- Need some dryer chips to mix with sludge. Electric & DPW will get some done up.

### **Police Department**

#### **Lt. Troy Boice Reported**

- Would like to see about working with the Fire Department to get a generator for emergency support. Waiting on response from the school to see what they have available.
- Discussion on changing parking limits on Main Street . We would need to change the code.
- Questions on property checks and background check changes over the years. Background checks up due to pistol permits.

## **Fire Department**

### **reported the following:**

	<b>YTD</b>
Ambulance Calls	1000
Fire Calls	197
	<hr/>
	<b>1197</b>
	<hr/>

- New member - James Kirkwyland - Freeville - has interior certifications.
- Chief nominations - Eric was nominated for Chief.
- Fire Department Breakfast to start in February.
- OSHA training in January.
- Adopted families - Each company sponsoring a child and Department sponsoring the parents. - 3rd year for the event.
- New Fire Truck 2025 received, from MES. We were able to jump on prebuilt at a lower price. Truck being replaced will be sold. Have some interest in it already.
- Discussion if Etna trucks are being sold.
- Discussion concerning the County ambulance program.

## **Joint Recreation**

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

### **Groton Youth Commission**

**Trustee Conger submitted the Youth Commission report (attached to the minutes):**

### **Code Office**

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

- Landlord request to declare property unsafe. This is unable to be handled by us unless there is a health or safety issue.

## **Discussion and Public Comments**

- Question on school sport signs entering Village and what new signs we can put up.
- Discussion on County Bridge project and moving the electric line underground at Baker Miller. The Board agrees it would be good to upgrade this line while the work is already being done.
- Discussion on DPW/Electric Garage Alarm Panel Replacement. Chad will call and talk with Johnson Control again. Eric will look into other options available. We will look at options at next month's meeting.
- Discussion of letter received from Dennis Butts concerning water/sewer invoice and usage. Due to undetectable leak cause, the Mayor and Trustees will offer a 50% credit.

## Action Items

- Mayor Neville appointed Shana Snyder as Village representative on the Youth Commission Board.
- Mayor Neville appointed Wendy Heine as Village representative on the Youth Commission Board.
- Trustee Walpole made a motion to approve \$1.00 increase in wages effective 12/15/2025 for Angela Conger for successful completion of annual education classes in Business Administration per budget and contract, seconded by Trustee Holl, all in favor, carried.
- Trustee Holl made a motion to approve travel for Ashlyn to attend the PERMA conference as safety officer on May 14 & 15, 2026 at Turning Stone Resort Casino, seconded by Trustee Walpole, all in favor, carried.
- Trustee Walpole made a motion to approve travel for Ashlyn to attend the International Institute Municipal Clerks training on July 12 - 17, 2026 in Latham, NY seconded by Trustee Holl, all in favor, carried.
- Trustee Holl made a motion to approve travel for Angela Conger to attend the NYGFOA Conference April 15-17, 2026 at the Albany Marriott. seconded by Trustee Walpole, all in favor, carried.
- Schedule Public Hearing for Local Law #1 to override the tax cap for the January 20, 2026 meeting at 7:30pm.
- Schedule Public Hearing #2 for CDBG Planning Grant January 20, 2026 meeting at 7:35pm.
- Review and acceptance of the Groton Town Court Security Agreement. Trustee Walpole made a motion to approve the Groton Town Court Security Agreement, seconded by Trustee Holl, all in favor, carried
- Review of CDBG Grant Project Application for Ordnung, Trustee Holl made a motion to approve the CDBG Grant Project for Ordnung, seconded by Trustee Walpole, all in favor, carried.

7:50pm Trustee Walpole made a motion to adjourn.

Respectfully submitted,

Nancy Niswender

Village Clerk-Treasurer/Administrator

# **December 2025 Light Board report**

- **Christmas decorations are done**
- **Met with county and have a plan for line relocation on west Cortland St, waiting on engineers drawing to come up with quote**
- **Assisting town of Dryden with lighting**
- **I went to leadership training at Fairport 12/2-12/3**
- **No callouts**
- **Assisting DPW with snow removal**
- **Changed two broken cutouts at Groton works building to re-energize building**

## **Planned work**

- **Will be taking an outage at Assembly of God building to change stopped meter, will install an AMI meter to replace it. We will need to wait for a warmer day or need to have a building maintenance worker on hand to shed load due to non-load break capable cutouts and will also replace those.**
- **Continue changing meters**
- **Begin 2026 tree trimming**
- **Begin changing aged crossarms for reliability and training purposes**



# Village of Groton

308 Main Street, PO Box 100 ♦ Groton, NY 13073

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

## Department of Public Works November 17 – December 15, 2025

### Completed Work/Projects:

- Leaf pick-up continues
- Preparing trucks and equipment for snow
- Clean in place and plant maintenance at the water plant
- Prepare old office for inspection after mold abatement
- Plowing and salting on a regular basis
- Have a new furnace installed at the sewer plant
- Meet with GHD engineers on sewer plant project
- Repair broken universal joint on the electric truck
- Move snow piles from congested areas
- Install new seals in sewer influent pump
- New water line work at the hotel project

### Schedule of Work

- Install a new chlorine alarm at the well house
- CDL training for Michael and Cayden
- Fire hydrant repairs
- Finish the water service at the Hotel
- Install a pressure reducer at the sewer plant

Village of Groton		
Fuel Usage Report in Gallons		
Dates:	12/15/2025	
	<b>Unleaded</b>	<b>Diesel</b>
DPW	106	270
Electric	104	24
Fire	117	222
Police	292	

## Groton WWTP Update

### Month of November 2025

- The facility had an issue with the furnace this month. We contacted DPW and they had a gentlemen come out and look at it. He stated it needs to be replaced. This was approved by Village Hall. This was done and completed. Yaws removed old system from basement.
- We have received seals for pumps. When removing the impeller on pump #3 it cracked. Advised Village of cost and they approved order. This is 6 to 8 weeks out.
- Had an issue with the press. This was due to previous work done to get by until new press came in. That temporally fixed failed. BDP came down and temporally fixed again. Fingers crossed it holds till new press arrives in late 2026
- Drum filters are still in progress; I have received quotes from Koester associates. If this is something we are looking to move forward with, they stated they might be able to help with financing.
- Had meeting for progress on headworks and belt filter press. The time frame is to be finished by 11-2027.
- The facility and system are looking great and is well within permit.

## Groton Joint Recreation Committee

12/02/2025

Scott Weeks called the meeting to order at: 5:27pm

### Present were:

Rec Director Becky Koenig

Scott Weeks

Jennifer Foote-Dean

Angela Conger

Crystal Young

### Absent

Elizabeth Conger

Leon Brockway

There was not a meeting in November, Recreation Director Becky sent her report via email.

The financials from August, September and October will be done and emailed within the month, there were technical difficulties with the software.

### Recreation Director Report

See Director Becky Koenig's Report attached

Updates on report

### Discussion/Action Items

- None

### Open Discussion:

Scott Weeks asked about the Adopt a Trail response. It was suggested to put up a QR code or some kind of contact information so that people utilizing the trails can report if there is maintenance needed on the trails, they have a place to report it. Recreation Director Becky will make up signs to put on the trail head and a place on the website to report maintenance needs.

- Jennifer Foote-Dean mentioned that the Human Services Coalition has training funds for conferences if Recreation Director plans to go to future conferences, she will need to apply early for funds. The information can be found on the Tompkins County Listserv.

Motion to adjourn: 6:15pm

made by: Jennifer Foote-Dean

2nd by: Crystal Young

Next meeting: March 4th

Submitted by:

Angela Conger

Village of Groton

Deputy Treasurer



**Groton Joint Recreation Committee**  
**Becky Koenig- Director Report**  
**December 2025**

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### Youth Programming

- Youth Programming
  - Youth Wrestling
    - Wrestling Camp ran Nov 17<sup>th</sup>-19<sup>th</sup> 6-7:30pm grades 1<sup>st</sup>-6<sup>th</sup> 13 kids, lower participation than previous years.
    - Wrestling Season started Dec 1<sup>st</sup>. Grades 1<sup>st</sup>-6<sup>th</sup> 20 participants
  - Youth Open Rec Soccer Tim Parsons is running, doesn't require registration. 1 hr for K-2 and 1 hr for 3-6. Starts Dec 4<sup>th</sup>. Suggested to ask Varsity to help out as they had such a great season.
    - Thursdays 5:30-7:30pm K-6<sup>th</sup> @ MS gym. Starts December 4<sup>th</sup>
  - Youth Basketball
    - Registration is closed. 3 teams this year. (4<sup>th</sup> Boys, 5<sup>th</sup>/6<sup>th</sup> Boys, 5<sup>th</sup>/6<sup>th</sup> Girls) The numbers have been consistently low.
    - Practices start this week.
    - New this year, we will have travel teams for 4<sup>th</sup>-6<sup>th</sup> grade. 3<sup>rd</sup> grade will stay in house and continue with skills & drills. Mike Cummings will be running the skills and drills for 3<sup>rd</sup> and 4<sup>th</sup> grade.
  - Skills and Drills
    - 3<sup>rd</sup> & 4<sup>th</sup> grade meeting Tues/Thurs Jan 6<sup>th</sup>-29<sup>th</sup>
    - K-2 meeting Saturdays Jan 10-Feb 7<sup>th</sup>  
Abby Dykeman and Mason Slade will be helping with the skills and drills for the K-2.
- Adult Programming
  - Craft Club- Second Sunday of each month 1-3pm in the community room. Flo will be scheduling a day in January to do 9-5 and let people bring crafts all day and do food and crafting.
    - Next meeting December 14<sup>th</sup>
    - Table Runner Challenge November 30<sup>th</sup> Noon-3pm
      - Flo guided participants in making two types of table runners.
  - Yoga- running Tues/Thurs 10-11am in community room.
  - Volleyball will start in January. Typically, Mondays 7-8:30pm Becky will check building use.

### Other Items

- Summer Concert Series
  - Bands are booked for the summer. July 10<sup>th</sup>-August 14<sup>th</sup> Fridays 6:30-9pm
    - July 10<sup>th</sup> Bad Alibi
    - July 17<sup>th</sup> Crystal Vision
    - July 24<sup>th</sup> Tailor Made
    - July 31<sup>st</sup> High Road
    - August 7<sup>th</sup> Elderly Brothers
    - August 14<sup>th</sup> City Limits
  - One date is still open for food trucks. Currently we have Dugan's, Feoccos (2 dates) Deli Guys, and Hangry Happenings.
- 1<sup>st</sup> Day Hike- Noon January 1<sup>st</sup>
  - Working with Girl Scouts, and PTO, Good Neighbor- Girl Scout Troop 60828 will be leading the hike.

- Fire Pit & Smores
  - Soup (donation from Good Neighbor) & Hot Chocolate (Donation from Jr/Sr PTO)
- Recreation Survey
  - A recreation survey focused on adult programming has been released.
    - Emailed to all accounts (send email went out today)
    - Shared on Facebook 2x
    - 77 participants as of now. Will keep it open for another 2 weeks. -As of the meeting, the survey meeting was up to 108.
- NYS Recreation and Park Society Conference
  - White Plains, NY 11/11-11/13
  - Signed up as a volunteer- I moderated 3 sessions. **The Inclusive Playgrounds, Healthier Aging, Uber & AI.**
  - Session report attached

*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*  
Lauren Gallinger, Diella Nino  
Joslyn Staton

# Groton Youth Commission

308 Main St, Groton, NY 13073

*Chair*  
Glenn E. Morey

*Vice Chair*  
Elizabeth T. Conger

*Board Members*  
Josh Dwyer  
Kristin Prugh

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## Meeting Minutes December 3rd, 2025

The December 3rd, 2025, meeting of the Groton Youth Commission was called to order by Chair Glenn Morey at 7:00PM. Members present were Program Manager Keith Davenport, CCE Coordinator Shelley Lester and Athena Stienkraus, Kristin Prugh., Tim Conger, Shana Snyder, and Rick Alvord.

### Secretary's Minutes: Approval postponed

- September 3, 2025
- October 14th, 2025
- November 4<sup>th</sup>, 2025

### Report: Keith Davenport:

- Keith presented the November report. Keith shared upcoming programs including STEM Explores, The Brainy Bunch- Lego robotics, Seasonal crafts, and Baking. Keith also highlighted two field trips to Little Ray's Reptile Zoo, Wonder Works, and the Seward Museum in Auburn.

### Report: Shelley Lester:

- Shared 2025 year to date program budget
- Shared 2026 projected year around and summer camp budgets.
- Discussed the need to fundraise for summer camp scholarships

### Report: Rick Alvord:

- Shared 2026 Groton Youth Commission budget with revenue breakdown
- Explained why the survey was postponed with intention of conducting in early 2026
- Shared 2026 meeting calendar dates

### New Business:

- Welcoming potential new members Tim and Shana

Meeting adjourned at 8:05 PM

Next meeting is January 7th, 2025 @ 7:00PM

Submitted by  
Rick Alvord

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# GROTON RURAL YOUTH SERVICES

## NOVEMBER 2025



## Participant Highlight

This month, Hunter has shown outstanding growth and engagement across multiple program areas, especially in Cooking, STEM, and during our group trip to Destiny Mall.

In Cooking, Hunter has demonstrated strong focus and enthusiasm. He follows directions carefully, helps peers measure out ingredients, and asks thoughtful questions about techniques and flavors. He has grown more confident in the kitchen, showing pride in the dishes he creates while encouraging others to try new foods and steps.

In STEM, Hunter has made impressive progress in coding and problem-solving activities. He approaches challenges with curiosity, works through mistakes with patience, and picks up new concepts quickly.

During our trip to Destiny Mall, Hunter naturally stepped into a leadership role. At WonderWorks, he helped guide younger participants through the exhibits.

One of Hunter's strongest qualities this month has been his great sense of humor. He brings positive energy to every activity, helping others feel comfortable and making the environment fun.



Cornell Cooperative Extension  
Tompkins County





## S.T.E.M. Explores

Nov 3, 10, 17, 24 Dec 1, 8, 15 :2025

Mondays: 2:45pm to 5:30pm

@ Groton Middle School, Grades: 6<sup>th</sup> -8<sup>th</sup>

Total Registered: 7 Male: 7

Average Daily Attendance: 6

Life Skills: Learning to Learn, Marketable Skills

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The STEM Explorers group had an exciting and hands-on month filled with robotics, engineering, and creative problem-solving.

The program began with LEGO robotics, where participants designed and programmed their own moving creations. Youth either learn how to code or were teaching others how to code. They explored together in the designs they came up with.

Youth tested Battle Bots, a favorite. This activity encouraged strategic thinking, stability design, and quick adjustments. Students showed creativity in how they reinforced their bots and planned their moves.

The month wrapped up with a hands-on engineering project using popsicle sticks. Each participant built their own design using only sticks, glue, and their imagination. This challenged them to think like engineer testing strength, balance, and structure. Many youth experimented with different shapes and supports to make their builds stronger.



Register Today:

<https://bit.ly/GrotonRYS>





## Baking Around the World

November 4, 18, 25 Dec 2, 9, 16 :2025

Tuesdays: 2:45pm-5:30pm

@ Groton Middle School, Grades: 6<sup>th</sup> -8<sup>th</sup>

Total Registered: 11 Male: 9, Female: 2

Average Daily Attendance: 9

Life Skills: Contributions to Group Effort, Teamwork

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The Baking Around the World group explored global cultures through hands-on cooking experiences. Each session combined learning about the history of a dish with practical kitchen skills.

The first featured dish was chicken and waffles, a classic combination with roots in African American cuisine and southern comfort cooking. Youth practiced measuring dry and wet ingredients, safely handling chicken, and using waffle irons. They worked in teams to season, batter, and cook the chicken, gaining confidence in timing, temperature control, and kitchen safety.

Next, the group explored plum cake, a dessert known in many countries, especially Germany and parts of Eastern Europe. Participants practiced chopping fruit, mixing batter from scratch, and understanding baking chemistry—like how ingredients rise or brown.





## Deck the Crafts

November 5, 12, 19 Dec 3, 10, 17 :2025

Wednesdays: 3pm- 5:30 pm

@Groton Elementary School, Grades 2nd- 5th

Total Registered: 12 Male: 7 Females: 5

Average Daily Attendance: 10

Life Skills: Self-motivation, Wise Use of resources

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The Deck the Crafts group had a creative month filled with art and hands-on projects. Youth began by sketching their paintings, learning planning, outlining, and choosing colors.

The next week, they painted their artwork and made Christmas ornaments, practicing brush control, color blending, and decorating skills.

They also created thoughtful Veterans Day cards, building empathy and communication while designing personalized messages.

Additional projects included melty bead magnets, which strengthened pattern-making and fine motor skills, and friendship bracelets, which encouraged patience, knotting techniques, and teamwork.

### Events, Trainings & Meetings

-The Destiny Mall Trip  
Nov 11, 2025 (9am to 5:30pm)

-Rural Youth Services All Staff Meeting  
Nov 20, 2025 (9am to 12pm)

-The Seward House Trip  
Nov 25, 2025 (12pm to 5:30pm)

Check out the  
Groton Rural Youth  
Service Store



Follow Us at:  
Groton Youth Services





## The Brainy Bunch

November 6, 13, 20 Dec 4, 11, 18 :2025

Thursdays: 3pm-5:30pm

@Groton Elementary School, Grades 2nd- 5th

Total Registered: 13 Male: 9, Female: 4

Average Daily Attendance: 8

Life Skills: Communication, Teamwork

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The Brainy Bunch has been on a roll this session, with LEGO robotics, where members designed and programmed their own bots. The group experimented with sensors, movement patterns, and creative builds to complete different challenges. Everyone worked together to troubleshoot bugs, test new ideas, and celebrate each successful run.

The youth have used Battle Bots which were a huge hit. Youth built armored Hexbots and put them to the test in friendly competitions. This activity encouraged strategy, quick adjustments, and respectful competition.

Youth also took on a timed obstacle course, where the group used teamwork and made up their own rules. This pushed the Brainy Bunch to think critically, communicate clearly, seeing their confidence grow with each attempt was a highlight.

Participants stepped outdoors for a nature talk, where the group explored local plants, habitats, and wildlife. Youth asked thoughtful questions and connected what they learned outside to what they create inside—like how animal movement can inspire robot design.





## The Destiny Mall Trip

November 11, 2025

Tuesday 9am -5:30pm

@ Destiny Mall, Grades 3<sup>rd</sup> -8<sup>th</sup>

Total Registered: 11 Male: 4, Female: 6

Average Daily Attendance: 10

Life Skills: Nurturing Relationships, Stress Management

Youth had an awesome day at Destiny Mall packed with animals, rides, food, and a whole lot of laughs. Participants kicked things off at Little Ray's Reptile Zoo, where everyone got up close with some seriously cool creatures. From snakes to turtles to lizards, the group was hyped and asking tons of questions. A few people even got brave enough to touch the reptiles—major props.

After all that excitement, youth refueled at Johnny Rockets, retro diner. The staff even made ketchup art, which definitely made lunch feel like a whole experience.

Next participants headed over to Wonder Works, where they explored hands-on exhibits, tested reaction times, tried out the bed of nails, and took on the physical challenge zone.

To wrap up the day, everyone went all-in with a laser tag showdown. It very quickly became everyone team upped against Mr. Keith.



**Board Meeting – December 15, 2025**

**Ted Skibinski, Code Enforcement Officer**

**Reporting and Accomplishments:**

1. Building and Zoning Complaints in December –130 South St. Pichel
2. 2025 Life Safety Inspections completed December – 0
3. Building Permits opened – 2
4. Building Permits closed – 5
5. Town Court appearance tickets in September – 0
6. Active Building Permits – 19
7. 2025 NYS Code enforcement continuing education – 3 hrs.