

Groton Village Board of Trustees Meeting

Monday, May 19, 2025

Board Members

Mayor Neville
Trustee Conger
Trustee Morey
Trustee Walpole
Trustee Holl

Others in attendance:

Nancy Niswender - Clerk	Mike Albro - YAWS
Steve Teeter - Elec Supervisor	Ted Skibinski-Code Officer
Chad Shurtleff - DPW Suprv.	Dave Coish-WWTP
Eric DeForrest - GFD Fire Chief	Jim Proper

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

Trustee Holl made a motion to approve the minutes of the April 21, 2025 Board Meeting, seconded by Trustee Morey, 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:

A0-1420-04	3,000.00	
A0-1420-41		3,000.00
A0-5142-01	8,225.24	
A0-5010-01		8,225.24
A0-7550-04	363.99	
A0-1990-04		363.99
F0-8330-01	1,785.38	
F0-8330-04	3,536.99	
F0-8340-01		5,322.37
G0-8130-02	11,214.80	
G0-8110-42	259.29	
G0-1990-04		848.85
G0-8120-01		6,625.24
G0-8120-02		4,000.00

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

	<u>Abstract # 12</u>
GENERAL	165,675.43
WATER	9,892.38
SEWER	45,191.86
ELECTRIC	186,588.22
JOINT REC	2,660.96
CAPITAL	17,067.28

Seconded by Trustee Holl, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter report was submitted (attached to the minutes)

- Landis & Gyr representatives will be here tomorrow to set up AMI infrastructure
- Wed & Thursday MEUA & NYMPA meeting
- John completed 1st week of Apprentice and 2nd in June
- Will be doing additional brush pickup.
- Trustees said flags & banners look good.
- Tree on S. Main has been taken care of.

Department of Public Works

Supervisor Shurtleff report submitted (attached to the minutes)

- Discussion of DPW replacing Compact Tractor for mowing.
- Doing a lot of mowing around the wet weather.
- Trying to get patching done, more to be done once the Lansing Paving station is open.
- A lot of water service this year.
- Discussion of the old Welcome sign by the sewer plant. We will remove the old one and the new base should be in this week.
- Discussion of the Vietnam Veterans bench.

Waste Water Treatment Plant

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

- Belt Filter Press - Bid published - one request today. Bid due date 5/30/25
- Discussion of ammonia build up and how it is all over coming into the plant. Continued research will be done to compare to last years to see what has changed. Possibly look at doing more flushing.

Police Department

Lt. Troy Boice Reported

- The guns we currently have will no longer be supported. NYS is coming out with new standards. The cost of new guns \$730.44 with the returns \$235. 15 Guns will need to be ordered. Trustee Holl made a motion to approve the purchase, seconded by Trustee Morey, all in favor, carried.
- Need to look at various grants.

Fire Department

reported the following:

	<u>YTD</u>
Ambulance Calls	366
Fire Calls	82
	<u>448</u>

- Hired a full time paramedic.
- Answering 2-3 calls at a time.
- Busy early April - 5-6 structure fires around the area.
- Easter Egg hunt went well.
- Recruitment weekend - Chicken BBQ - 3 applications handed out.
- Extrication training at Teets and son, a great training.
- June 17th field days at the elementary school.

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):

- Summer camp slots are about half full.

Code Office

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

- Sidewalk letter - went out to 28 residents. About 5 people called to discuss. Chad also received some calls. About another 30 letters to go out, but will monitor the work needed to be done.

Other Items of Mention

- State Aid updates: Temporary Municipal Assistance Aid was continued for this year - \$1,347. CHIPS budget up approx. \$6,500 - Total - \$119,790

Public Comments

- Jim Proper - Apartment house & Barn on 118 Church - he thinks the Village put storm drains in many years ago that is now under his barn. Concerns of it damaging the barn. Would like to work with the Village to correct the issue. Discussion of what can be done. Mayor Neville said we need to do some checking and we will see what we can find out. Unsure if the barn was built on top of it and who is responsible for it.

Action Items

- Discussion of problems with John Deere Tractor - it is back to John Deere but it will take some time to see if it can be fixed. It was due to be replaced in a year. Trustee Walpole made a motion to transfer budget of \$21,000 from other accounts for the purchase of a new Compact Tractor for mowing seconded by Trustee Holl, all in favor, carried.
- Discussion of what to do with John Deere that is not working, Trustee Walpole made a motion to bring the John Deere back here to be looked at or sold as is, seconded by Trustee Holl, all in favor carried.
- Discussion of Official Newspaper and possible change to the Cortland Standard. Trustee Conger made a motion to adopt the Cortland Standard as the Villages Official newspaper, seconded by Trustee Holl, all in favor, carried.
- Discussion and approval to submit an RFP for an Auditor that can combine Electric Reporting and Full audit. Trustee Holl made a motion to approve the RFP for an Auditor that can combine Electric Reporting and Full audit, seconded by Trustee Conger, all in favor, carried.
- Trustee Conger made a motion to adopt the Resolution authorizing the Mayor to sign the 2025 Tax Warrant for \$1,031,344.24 with water relevies of \$7,356.21 sewer relevies of \$16,208.76, seconded by Trustee Walpole, all in favor, carried.
- Trustee Holl made a motion for Approval of Groton Fire (\$154,000) and Ambulance (\$161,500) Service Contracts and to have the Mayor sign, seconded by Trustee Morey, all in favor, carried.
- Trustee Walpole made a motion to approve travel and participation in the NYCOM Fall School at Lake Placid on September 14-19, 2025, seconded by Trustee Conger, all in favor, carried.
- Trustee Conger made a motion to move September 2025 Board meeting to September 22, 2025 due to NYCOM seconded by Trustee Walpole, all in favor, carried.
- Discussion CDBG - letter from NYCOM & THOMA Trustee Conger made a motion to have the Mayor sign the NYCOM letter and to send letters to our elected officials, seconded by Trustee Holl, all in favor, carried.
- Mayor Neville appointed the Summer, Seasonal and Temporary Staff Positions as provided on attached listing.
- Trustee Walpole made a motion to pay out the attached list of vacation pay, seconded by Trustee Holl, all in favor, carried.
- Discussion on Sewer Fund Bank balance. Due to the extensive costs of upkeep of the plant, engineering & grant processes the bank balance has been running negative. In order to have a bank balance at the end of the fiscal year, the sewer fund will need to get a temporary loan from the General Fund until financing can be secured through either NYS DEC or NYS EFC, which are both in the process. The amount will be determined once the month end payments have been received and we have a correct figure. Nancy Niswender will notify the Board of the amount at the end of the month. Trustee Walpole made a motion to have the General Fund Loan to the Sewer Fund the amount necessary at the end of the month, seconded by Trustee Conger, all in favor, carried.

8:31pm Trustee Conger made a motion to move into executive session to discuss a specific employee and properties. Seconded by Trustee Holl, all in favor.

- 9:03pm Trustee Conger made a motion to move out of executive session, seconded by Trustee Holl, all in favor, carried.
- Trustee Holl made a motion to update the employee training contract, Seconded by Trustee Walpole all in favor, carried.
 - Trustee Walpole made a motion to agree to a 3 month deferment on Kris Buchan's Community Development loan, seconded by Holl, all in favor, carried.
- 9:07pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Village of Groton

Electric Department Report

May 12, 2025

Work Completed

- Replaced bad streetlights
- Cut down dead trees on Elmwood Ave
- UDIG recertification class
- Built cooler at the Fire Station and wired compressor and lights
- Cut down tree on Spring St
- Fixed overflow pipe on Elm St water tower and put antenna back up on Clark St tower
- Read meters
- Non pay shut off
- Chipped up brush
- Reattached house service at 319 Main St
- Helped DPW with sidewalks on Main St and W Cortland St
- Put up day or prayer banner
- Reattached meter box at 123 Cedar Ln after siding job
- Put up flags and military banners
- UDIG NY mark outs
- Repaired emergency lights at the Police Station and Water Filtration Building



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

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

April 21 – May 19, 2025

Completed Work/Projects:

- Complete flushing fire hydrants
- Respond to a structure fire in Freeville
- Install a bike repair station at the library
- Mowing grass on a regular basis
- Trim trees on Main St.
- Install a water service on Spring St.
- Dig out several areas for asphalt patching
- Begin clean up and opening at the pool

Schedule of Work

- Finish pool opening
- Fire hydrant repair
- Install water services
- Prep for paving

Village of Groton

Fuel Usage Report in Gallons

Dates: 05/19/2025

	Unleaded	Diesel
DPW	135	232
Electric	141	55
Fire	46	175
Police	251	

Groton WWTP Update

April 2025

- Update on ammonia- Yaws started adding Hydrogen peroxide and magnesium oxide to influent waste stream coming into to the facility. This is to help with the ammonia before entering the biological process. This seems to be helping a great deal. Will advise next month on progress.
- Still adding biological bugs for creamery. We have stopped adding the nitrifying bugs at this time due to they are struggling due to concentration of ammonia coming into facility.
- The Creamery discharges have gotten better. With the reducing of the milk discharges. We are still installing dichlorination tablets in the discharge of the facility. This seems to be helping a great deal.
- Still making head way on pressing and sludge removal. We have got digester #2 almost completely cleaned out. There was a lot of old sludge and rags really needed a cleaning.
- Been working on Yard work mowing, trimming and grounds maintenance
- Mixer is still in progress waiting on lower flows.
- Facility is looking good.

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
Brian Klumpp
Kristin Prugh

Meeting Minutes May 7, 2025

The May 7, 2025 meeting of the Groton Youth Commission was called to order by Chairman Glenn Morey at 7:00PM. Members present were Vice Chairman Betty Conger, Assistant Coordinator Athena Steinkraus, Kristin Prugh, Josh Dwyer, Program Manager Keith Davenport, and Rural Youth Services Rep Rick Alvord, and Youth Representatives, Lauren Gallinger. Brian Klumpp, Joclyn Staton, and Diella Nino was excused.

Secretary's Minutes:

Minutes for April 2, 2025 were accepted on a motion by Josh, seconded by Lauren, and carried.

Report: Keith Davenport: Keith's full report was distributed to those present. Continuing to actively recruit workers for the Summer Day Camp. Also, working on a Camp Store and having custom T-shirts.

Report: Athena Steinkraus: Athena presented a comparison of various summer camp programs available in Tompkins County. Shelley is applying for a State Park Funding Grant for a field trip for the camp.

Report: Rick Alvord: He is working on a program for Homeless Youth, runaways. School need to share info and create a resource program.

New Business: Donations to the Campership program so far are \$5,350.00.

Meeting adjourned at 8:04 PM

Next meeting is June 4, 2025 @ 7:00PM

Submitted by
Elizabeth Conger
Vice Chair

GROTON RURAL YOUTH SERVICES

April 2025



Behind the Scenes:

Mr. Keith has been busy preparing for our after school activities. He has designed curriculum for his students such as bridge building and grilling classes. He has to buy all the materials for each of the 4 programs he teaches.

Participant Highlight:

Jonathan!!!

Jonathan is great to have in program. He is always engaged with the topic at hand and tries to learn every skill that is taught. He has a passion for trying new things in grilling club he loves to try and come up with his own spins on the foods we are cooking. His favorite days are when we just have ingredients and the students get to come up with ideas. He loves to lead others in ideas he comes up with. In the gaming guild he loves playing risk. It has been fun to watch him grow and continuing to make new friends in the programs.

Trainings & Meetings:

- April 1: 4-H PYD Tuesday Learning Circles 12pm- 1:30pm
- April 24: RYS Duck Race Meeting 11am-12pm
- April 27: Tompkins County 4-H Duck Race 11am-4pm
- April 28 -May 1: Spring Camp Director Inservice
- Response Ability Pathway :Chapter 5, 6 Training Online
- Cybersecurity Training Online





4-H DUCK RACE 2025

April 27, 2025: 11am -4pm

The Duck Race was awesome 4-H sold over 2800 ducks. Then our duck herders were able to safely retrieve the ducks that went over the falls. Rural Youth Services had a table where the Program Directors taught rock drilling to the public. This year at the duck race there was also guest animals dogs, a baby lamb, goats and of course our 4-H hatched duckies.

THE SCIENCE MAVERICKS

Mondays: Mar: 18, 24 Apr 7, 21, May 5, 12, 19
3pm- 5:30pm

@Elementary School, Grades 3rd-8th

Enrollment: Total=12, Male=11, Female=1

Average Daily Attendance = 11

Life Skills: Keeping Records, Problem Solving

The Mavericks have been hard at work building bridges. one of the bridges held the weight of Mr. Keith. They came up with many interesting designs including a rope type bridge.

The Mavericks also had a pretty interesting day playing games and testing angles of a wall to see off to make a ball bounce off it and roll into other to get them out. It was an advanced game of Gaga focusing on angles.



THE GAME GUILD

Tuesdays: Mar 19, 25 Apr 1, 8, 22 May 6, 13, 20
3pm -5:30pm

@Groton Library, Grades 3rd -8th

Enrollment: Total=6, Male=6, Female=0

Average Daily Attendance=4

Life Skills: Conflict Resolution, Goal Setting



The gaming guide had a chess tournament they learned a few more moves like the En Passant. The students tried Star Wars Risk and they learned how to team up to win the game.

Our group has come far learning to play games to win and not for just alliances alone.

Our students also was able to play another round of Dice Thrones learning different game styles.



Contact Details:
Keith E. Davenport
Groton Program Manager

(315)283-5476
kd528@cornell.edu



THE SMOKEHOUSE CREW

Wednesdays: Mar: 19, 26 Apr 2, 9, 23 May 7, 14, 21
3pm- 5:30pm

@Groton Memorial/ Sykes Park, Grades 6th-8th

Enrollment: Total=13, Male=9, Female=4

Average Daily Attendance = 10

Life Skills: Healthy Lifestyle Choices, Cooperation

Our crew had a challenge with many ingredients including chicken rice and many vegetables they design a dish. They were able to come up with egg fried rice, breaded chicken salad, Deep fried Bread, and breaded chicken.

On another day the students made Chili and chili fries the loved being able to play outside on the playground while taking turns keeping the fire going.



ROOTED FRIENDS

Thursdays: Mar 20, 27 Apr 3, 10, 24 May 8, 15, 22
3pm -5:30pm

@Elementary School, Grades 2nd -5th

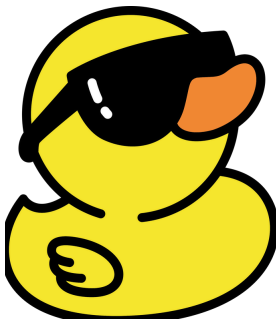
Enrollment: Total=7, Male=3, Female=4

Average Daily Attendance=7

Life Skills: Wise Use of Resources, Service Learning

In Rooted Friends our students got to learn about which plants needed to be planted in New York State when that way there garden would come in on time.

Our Students also learned wild plant Identification and how to use resources like google lens to help make sure we were accurate. The students were really engaged with the cotton wood pods and were excited to open them up and watch them float away.



4-H Duck Race 2025



Cornell Cooperative Extension | Tompkins County



4-H GROWS HERE

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

Groton Youth Services

Summer Camp 2025



**Ages 5-12,
July 8 -August 16,
2024**



**Free Breakfast and Lunch
Outdoor Games
Activities
Weekly Themes
Nature Time
Swimming
Arts and Crafts**

**8am-4pm
Aftercare 4-5:30pm**



REGISTER FOR SUMMER CAMP:
<https://bit.ly/GrotonRYS?r=qr>



REGISTER FOR PROGRAMS:
[HTTPS//BIT.LY/GROTONRYS:](https://bit.ly/grotonrys)



LETS TALK ABOUT CAMP

We have been preparing for camp we have started to get guess speakers and special events scheduled for camp. The interviews for camp have start for the camp counselors position.

Mr. Keith is attending the 4-H Camp Director in-service in preparations for running camp this year.

We are looking forward to having some really special events like a visit from the Wildlife Rockstars and a walking trip to Groton's Bowling Alley.



APPLY NOW

BE A PART OF OUR SUMMER CAMP TEAM!

Plan and implement camp programs for children. Provide high-quality educational and recreational opportunities and enjoyable experiences for camp participants. Supervise campers and ensures their safety, development, growth, skill achievement, and general well-being.

[Scan for position descriptions and application](#)



FUTURE: EVENTS & TRAININGS

- **MAY 17: GROTON TRAIL TUNE-UP DAY**
- **JUNE 30 -JULY 3: GROTON CAMP TRAINING WEEK**
- **JULY 7 -AUGUST 15: GROTON CAMP**
- **OCT 5: BOWLING GROTON CAMP SCHOLARSHIP FUNDRAISER**



**GROTON YOUTH SERVICE
FACEBOOK PAGE**

Board Meeting – May 19, 2025

Ted Skibinski, Code Enforcement Officer

Reporting and Accomplishments:

1. 2025 Life Safety Inspections completed April/May – 3
2. Code Violation letters sent in April/May (includes sidewalks) – 31
3. Building Permits opened in April/May – 10
4. Building Permits closed in April/May – 6
5. Active Building Permits – 17