

Groton Village Board of Trustees Meeting

Monday, June 16, 2025

Board Members

Mayor Neville
Trustee Conger
Trustee Walpole
Trustee Holl

Others in attendance:

Nancy Niswender - Clerk
Lt Troy Boice
Steve Teeter - Elec Supervisor
Chad Shurtleff - DPW Suprv.
Eric DeForrest - GFD Fire Chief
Mike Albro - YAWS
Eric DeForrest
Lee Shurtleff
Monica Moll & Oliver

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

Trustee Walpole made a motion to approve the minutes of the May 19, 2025 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:

A0-5182-04	277.54	
A0-5110-04		277.54
F0-8330-04	819.42	
F0-8320-04		819.42
G0-8130-04	19,649.00	
G0-911-000		19,649.00

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

	<u>Abstract #13</u>	<u>Abstract #1</u>
GENERAL	9,885.73	104,804.28
ELECTRIC	57,240.78	32,438.64
WATER	7,549.05	18,027.52
SEWER	24,612.73	5,871.29
JOINT REC	1,968.67	1,582.86
CAPITAL	88.62	21,890.33

Seconded by Trustee Holl, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter report was submitted (attached to the minutes)

- John Completed 2nd week of training
- Tomorrow OSHA safety Training
- Wed/ Thur AMI training - some training next week then it will go fast. Start with downtown meters.
- Once all up and running we will notify

Department of Public Works

Supervisor Shurtleff report submitted (attached to the minutes)

- Pool inspection today - Pool to open Saturday
- Bath Houses rough shape - need to consider upgrade or replacing
- 2 student workers start tomorrow and will go full time in the fall.
- Carpenter Ave water services being put in and should be done soon.
- Hotel water service to be done 2nd week of July
- We received new tractor - old tractor back and we will auction.
- Street Sweeper working well
- Still planning on using the pavilion from the Main St lot and will be putting a new roof on the pavilion as well as filling the holes on the roadway out back.

Waste Water Treatment Plant

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

- BOD at 80,000 - due to Creamery.

Police Department

Lt. Troy Boice Reported

- 2019 Chevy Tahoe needs transmission work. Board to approve

Fire Department

reported the following:

	<u>YTD</u>
Ambulance Calls	449
Fire Calls	96
	<u>545</u>

- About the same #'s as last year
- Tomorrow at school for field days.
- Looking at pricing out some new tools for the fire department. Extraction tools. Rep coming in Wednesday with a set to try out. They are battery operated and will be more efficient to use.

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.

- Sidewalk letters are translating into repairs.

Public Hearing Local Laws 6 & 7

The regular meeting was temporarily suspended at 7:30pm and Mayor Neville opened the Public Hearings on Local Laws 6 and 7.

Clerk Niswender summarized the Notice of Public Hearings.

- Trustee Holl made a motion that the Local Law No. 6 of 2025, A LOCAL LAW AMENDING CHAPTER 165 OF THE CODE OF THE VILLAGE OF GROTON, "SEWERS" (attached), be adopted, and upon roll call:

Trustee Conger voted "aye",

Trustee Holl voted "aye",

Mayor Neville voted "aye"

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

- Trustee Conger made a motion that the Local Law No. 7 of 2025, A Local Law amending Chapter 17 of the Code of the Village of Groton "Employee Policies" (attached), be adopted, and upon roll call:

Trustee Conger voted "aye",

Trustee Holl voted "aye",

Mayor Neville voted "aye"

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

At 7:42 pm Trustee Walpole made a motion to close the Public Hearings, seconded by Trustee Conger, carried.

Presentation & Discussion Items

- Cornell Cooperative Extension - Granted a Mural project to Margalo Guo for \$5,000 to paint a wild flower mural. Matt Winters has agreed to allow her to paint on the side of the Bowling Alley/Hometown pizza.
- Discussion of Abandoned Property processes. Board reviewed list and we will look at what our limits are and what can be done.

Public Comments

- Monica Moll - Love the pool - son happy to have fire trucks come . Bid made by JenX - for the 143 E Cortland St. - Village Hall, she is disappointed that it wasn't accepted. The support of the JenX team has made a big difference in her son's life. Would like the Board to reconsider the offer to keep JenX in Groton. The intangible benefits will be supporting many from Groton and other areas. On behalf of the Village - we have had some other offers and working with a real estate agent. We were looking at alternative ways to help to bring the offer closer to meet what we would need.

Action Items

- The bid for a belt filter press was opened on 5/30/2025. Only one bid was received from BDP. The bid packet was sent to GHD Engineering to verify the bid followed the specs that were required. GHD agreed the bid was complete. Trustee Walpole made a motion to adopt a resolution to accept the belt filter press bid from BDP for \$485,500 seconded by Trustee Holl, all in favor, carried.
- The RFP's for an auditor were received on June 9th at 12 noon. Clerk-Treasurer/Administrator Niswender and Deputy Treasurer Conger opened and reviewed the proposals. The summary of items is attached. Trustee Conger made a motion to adopt a resolution to accept the bid from BST to handle both the full audit as well as the PSC and AFR report assistance, seconded by Trustee Walpole, all in favor, carried.
- Mayor Neville appointed the list of summer staff - attached.
- Discussion of vacation hours that were unable to be used by Chad Shurtleff before the year end. There were 17 hours left. Mayor Neville made a motion seconded by Trustee Conger, all in favor, carried.
- Discussion of NY Forward Small Project Fund. Trustee Holl made a motion to appoint the following members: Florence Allen, Chuck Rankin, Gabe Petrella, Board Member-Terry Walpole, and Clerk Niswender, seconded by Trustee Conger, all in favor, carried.
- Discussion of Chuck Rankin to attend the NYCOM fall school to attend the NYS Society of Municipal Finance Officers annual meeting- Lake Placid. Trustee Walpole made a motion to cover the cost of 2 hotel nights, seconded by Trustee Holl, all in favor, carried.
- Discussion of 2019 Chevy Tahoe transmission and engine mount repair. As the vehicle is already torn down - it would be about \$2,000 to put it back together for an additional estimate, so it doesn't make sense to look for other estimates. The transmission has a 36mo/100k mile warranty Trustee Walpole made a motion to approve the repair at Royal Automotive of the 2019 Chevy Tahoe at a cost of \$7,094.12 & \$693.46 seconded by Trustee Holl, all in favor, carried.

8:13pm Trustee Conger made a motion to move into executive session to discuss real estate and legal items, seconded by Trustee Walpole, all in favor.

8:30pm Trustee Conger made a motion to move out of executive session, seconded by Trustee Holl, all in favor, carried.

- Trustee Conger made a motion to have Clerk Niswender sign the Admission of Service Index #EF2025-0446 on Foreclosure of the First National Bank of Groton Foreclosure of the mortgage of 120 Main Street - Dale T Dickey, seconded by Trustee Holl, all in favor, carried.
- Trustee Holl made a motion to approve up to \$400,000 transfer to NYCLASS for tax deposits seconded by Trustee Conger, all in favor, carried.

8:31pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender
Village Clerk-Treasurer/Administrator

Village of Groton

Electric Department Report

June 9, 2025

Work Completed

- Read Meters
- Installed bike repair station at the library
- Trimmed trees
- Repaired chipper
- Replaced bad emergency light at the Police Station
- Lightening storm replace blown fuse and temporarily repaired top of pole that was damaged on Lick St.
- Call out down service on Spring St
- Installed water line and UG Primary on Gerald Moses Dr
- Did survey with Landis & GYR
- Chipped brush
- Helped DPW install new water service on Spring St
- Helped patch road cuts
- Weed eating, mowing and trimming around trans-closers, transformers, and meters
- Replaced pole on Lick St
- Removed welcome to Groton sign on Cayuga St
- UDIG NY markouts



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

May 19 – June 16, 2025

Completed Work/Projects:

- Mowing and trimming on a regular basis
- Finish installing utilities to 220 Gerald Moses Dr.
- Continue work for opening the pool and park
- Assist homeowner at 139 Cortland St – replace water/sewer
- Check for water leak at the Elementary School
- Mark water mains on Spring St and Sykes St for NYSEG
- Install a new water service on Carpenter Ave – New home
- Replace two broken water meters
- Sweep streets after heavy rain
- Flush plugged catch basins – Drain brain to camera 1 section

Schedule of Work

- Dig and repair 2 fire hydrants
- New water service to the hotel
- Repair road around the pool
- Repair 24th storm pipe on Spring St

Village of Groton

Fuel Usage Report in Gallons

Dates: 06/16/2025

	Unleaded	Diesel
DPW	137	114
Electric	67	35
Fire	91	111
Police	208	

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 June 4, 2025

The June 4, 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, Program Manager Keith Davenport, and Rural Youth Services Rep Rick Alvord, and Youth Representatives, Lauren Gallinger, Joclyn Staton, and Diella Nino. Brian Klumpp and Josh Dwyer were excused.

Secretary's Minutes:

Minutes for May 7, 2025 were accepted on a motion by Glenn, seconded by Kristin, 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 custom T-shirts are available.

Report: Athena Steinkraus: Athena presented enrollment figures for summer day camp. 8–12-year-old numbers are down a bit. Probably due to the 21st Century Grant programs.

Report: Rick Alvord: County budget season is coming up. No increases expected, budgets will be flat.

New Business: Donations to the Campership program so far are \$6,050.00. Need \$6,740. Motion by Glenn to move the \$6,050.00 from GYS to CC for use on camperships. Motion seconded by Kristin and carried. An additional \$200.00 will be coming from Groton Elementary PTO. A second motion for an additional \$690.00 to be given from GYS to CCCE for the rest of the needed campership awards.

Meeting adjourned at 7:50 PM

No July meeting.

Next meeting is August, 2025 @ 7:00PM

Submitted by
Elizabeth Conger
Vice Chair



Groton Joint Recreation Committee
Becky Koenig- Director Report
June 2025

Youth Programming

- Youth Programming
 - Tee-Ball
 - Added June 7th and 14th to make up for lost days in May.
 - Old Stage Photo is coming June 7th to take pictures.
 - Youth Track & Field
 - April 30th-June 4th Wed 5-6pm
 - 26 youth registered
- Adult Programming..
 - Craft Club- Second Sunday of each month 1-2:30pm in the community room.
 - Meeting June 8th
 - Yoga- running Tues/Thurs 10-11am in community room.
 - Continuing chair yoga. 11:15am-12 Tues/Thurs
 - Group Hike event with The Good Neighbor. Second Saturday of the month.
 - Softball league w/Dryden Rec. Open to all ages 16+ coed league. Can register as an individual or as a team.
 - Currently have 4 teams.

Other Items

- 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.
- Fourth of July Fireworks
 - Sunday July 6th @ Elementary School (Date changed)
 - DJ scheduled, Baseball/Softball will run concession stand, PTO selling items; Locos Tacos, MoMo's food truck.
- Community Trail-Tune up
 - Event went well. A good turnout with lots of work completed! Weed whacking, brush cleared, stairs repaired and more.
- Summer planning
 - Golf is full, all other camps still have spots available
 - Opened swim lessons to include Fridays. It is now 5 days per week as it typically is each year.
 - Added evening times as well
 - Finger Lakes Toy Library on site Fridays with the Craft shack.
- Pool permit has been submitted. Anticipated open date June 21st
 - LG jobs posted this week.
 - 17 guards and 1 pool director (13 returning and 4 new guards)
 - Staff meeting June 19th
 - First In-service June 20th

- Groton Big Rig Event
 - Working on creating an event in July. I will be reaching out to have “Big Rigs” in Groton and have an open house. Families can come and see the trucks. I hopeful we can have the Village, Town, GFD, GPD, and others gather at the Village/GFD building.
 - I’m working on also having a food truck element, where folks can buy tickets and sample food trucks on site.
 - Nothing is confirmed yet but I am trying for Saturday July 26th 11-2pm
- Olde Home Days
 - Working with committee planning the weekend events.

Board Meeting – June 16, 2025

Ted Skibinski, Code Enforcement Officer

Reporting and Accomplishments:

1. 2025 Life Safety Inspections completed May/June – 2
2. Code Violation letters sent in May/June (includes sidewalks) – 2
3. Building Permits opened in May/June – 10
4. Building Permits closed in May/June – 2
5. Town Court appearance tickets June - 2
6. Active Building Permits – 14
7. 2024 NYS Code enforcement continuing education – 3hrs.