

Groton Village Board of Trustees Meeting

Monday, May 20, 2024

Board Members

Trustee Conger
Trustee Morey
Trustee Walpole
Mayor Neville
Trustee Holl

Others in attendance:

Nancy Niswender - Clerk
Steve Teeter - Elec Supervisor
Chad Shurtleff - DPW Suprv.
Pat Albro - YAWS
Eric DeForrest - GFD Fire Chief

Margo Martin
Jason Cortell
Ava Bushant
Eva Teleseca

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

Trustee Walpole made a motion to approve the minutes of the April 15, 2024 Board Meeting, seconded by Trustee 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:

G0-8130-04	Treatment Plant - Cont	24,900.00	
G0-3902-0	State Aid Planning		24,900.00
G0-8110-01	Sewer Admin -PS	700.00	
G0-8120-01	Sewer Lines - PS	400.00	
G0-8130-01	Sewer Treatment - PS		1,100.00
F0-8310-01	Water Admin - PS	1,053.00	
F0-8330-01	Water Treatment - PS	1,484.00	
F0-8320-01	Water Source - PS		275.00
F0-8340-01	Water Transmission - PS		2,262.00
J0-7145-46	JR Fitness Exp	300.00	
J0-2001-6	JR Fitness Revenue		300.00
A0-5110-02	Streets Equip	90,000.00	
A0-5110-01	Streets PS		22,579.61
A0-5110-04	Streets Cont		59,442.13
A0-5142-04	Snow Removal		7,978.26

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

Abstract #12

GENERAL	179,085.77
WATER	5,457.96
SEWER	31,777.21
ELECTRIC	102,969.45
JOINT REC	2,758.23
CAPITAL	462,655.16

Seconded by Trustee Holl, all in favor, carried.

Monthly Department Reports:

Electric Department:

Supervisor Teeter report was submitted (attached to the minutes)

- Jack Breed has apprentice school starting May 28th.
- The flags for American Legion have been put up.

Department of Public Works

Supervisor Shurtleff report submitted (attached to the minutes)

- Plans to replace the sweeper next year.
- Unable to fix the mixer in-house. Will need to send out.
- Helped the Town with paving.

Waste Water Treatment Plant

Pat Albro - Yaws Reported

- The cake is drying out faster with the warmer weather.
- Rags are building up again. Should we have a 2nd bar screen?
- Still using a temporary line for Slack.
- We received a hefty load on 5/14 from Old Chatham. Yaws needs to get notice to the office/board as soon as noticed so they can address the issue.
- Dave Galton called and mentioned that he had a power surge at the plant. There was a power outage & surge through NYSEG lines. Also out and surge in Freeville.
- Other notes: Headworks are filled with grit, need to look at different methods to handle the drying beds, heard Ice may be a good way to clean the auger. Trustee Walpole will take some ice down.

Police Department

Trustee Holl Reported email received from Lt. Boice

- Getting information on new car to buy through State Bid
- The month has been busy but calls are down.
- Discussion of some arrests and warrants.

Fire Department

reported the following:

	<u>YTD</u>
Ambulance Calls	98
Fire Calls	340
	<u>438</u>

- EMT's are finishing up and taking tests.
- Structure Fire in Freeville last week. All Depts worked well together.
- The mock crash that is usually done at the High School has been shut down by the State, saying it is too traumatic for the kids to see.

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.

Other Items of Mention

New Municipal Building Update

- Skip Schell reviewed items and created a list of things to check on. Supervisor Shurtleff and Clerk Niswender reviewed.
- The Clock and Sign are ready to order.

Presentation & Discussion Items

- Sue Nages from North Parkway sent a letter to request a dead-end sign to be put up due to speeding cars. Supervisor Shurtleff will put one up.
- Tompkins County Bridge Meeting @ Town Hall - either May 28th or June 5th

Public Comments - 3 Min Limit

- Margo Martin - working on EV bus solution - in data collection phase - need existing service size including voltage, phase, swgr breaker - then this will be put together to determine what will be required. - Trustee Walpole asked if this will encompass the State wide usage - No this is meant for Groton at this time. Mayor Neville mentioned the other costs like mechanics, lifts, it is part of the study. Clerk Niswender mentioned we will be discussing this at our MEUA & NYMPA meetings over the next two days.
- Groton Community Business Association meeting June 12th, 5 - 7pm at the Benn Conger Inn
- There was a question on the possibility of solar in the Village. Clerk Niswender replied it is allowed, but we do not have a tariff to allow net metering at this time.

Action Items

- Trustee Conger made a motion to declare the easement of property on Spring Street as excess property and to be sold at \$1,200 to help cover attorney fees. The Purchaser will be required to file & pay corresponding fees. Seconded by Trustee Walpole, all in favor, carried.
- Trustee Holl made a motion to accept the change in the color run route, seconded by Trustee Conger, all in favor, carried.
- Trustee Holl made a motion to accept the AMI bid of \$397,605 from Landis & Gyr as recommended by the Board of Light seconded by Trustee Morey, all in favor, carried.
- Discussion of the NY Forward LPC update and financing. The Village Board has agreed to consider using Community Development Funds to aid in the process of NY Forward projects.
- Trustee Walpole made a motion to approve the SEQRA Resolution(attached),seconded by Trustee Conger, all in favor, carried.
- Discussion and Review of Bond Resolution for the Construction of Improvements to and Equipment Replacement at the WWTP for \$2,940,000.

Trustee Conger made a motion to approve the Bond Resolution for \$2,940,000 for WWTP improvements (attached) seconded by Trustee Holl, all in favor, carried.

Upon Roll Call:

Trustee Terrance Walpole Aye

Trustee Michael Holl Aye

Trustee Jean Morey Aye

Trustee Elizabeth Conger Aye

- Trustee Walpole made a motion to approve the Municipal Financial Solutions contract amendment to include processing and applying for upcoming WIIA, WQIP & ESD grants. seconded by Trustee Morey, all in favor, carried.
- Trustee Morey made a motion to support and authorize Municipal Finance Solutions to apply for the WIIA grant application, seconded by Trustee Holl, all in favor, carried.
- Trustee Conger made a motion to adopt a resolution authorizing the Mayor to sign the 2024 Tax Warrant for \$922,306.37 with water relieves of \$8,071.57 sewer relieves of \$17,078.49. seconded by Trustee Morey, all in favor, carried.
- Trustee Walpole made a motion to approve the Thoma Contracts to apply for the CDBG Planning & Housing grants seconded by Trustee Conger, all in favor, carried.
- After a review of employee payout of remaining vacation time at the end of the fiscal year, Trustee Holl made a motion to pay all listed and to allow an additional month for Supervisor Shurtleff to use his remaining vacation time. Seconded by Trustee Morey, all in favor, carried.
- Mayor Neville appointed the Summer, Seasonal and Temporary Staff Positions as provided on listing.
- Trustee Holl made a motion to add interested Trustees that to the employee list for membership at the Groton Fitness Center seconded by Trustee Morey, all in favor, carried.
- Trustee Walpole made a motion to approve CCC Change order #10 for adding the new Memorial paver garden ,seconded by Trustee Morey, all in favor, carried.
- Trustee Holl made a motion to purchase the Lumichron Clock that will be the center of the memorial garden, seconded by Trustee Conger, all in favor, carried.
- Mayor Neville appointed Ashlyn McCarty as Deputy Clerk I, at a rate of \$896.08/Wk as of June 1, 2024.

8:45pm Trustee Conger made a motion to move into executive session to discuss property & employee contract. Seconded by Trustee Holl, all in favor.

9:11pm Trustee Conger made a motion to move out of executive session, seconded by Trustee Holl, all in favor, carried.

No changes in employee contracts. Properties in the Village will be researched for possible purchase .

9:15pm Trustee Conger made a motion to adjourn.

Respectfully submitted,

Nancy Niswender

Village Clerk-Treasurer/Administrator

Electric Department Report

May 13, 2024

Work Completed

- Pulled in UG primary & terminated it at the new fire station
- Career day at the Elementary School
- Reattached meter box at 301 Carpenter
- Put up banner on Dempsey's building for Prayer Day
- Trimmed trees
- Helped DPW install sewer & water lines at the new Village office site
- Serviced tractors
- Read meters
- Brush pickup
- Set handholes for internet & generator at the new site
- Took UDIG Excavator training in Cortland
- Mowed lawns
- Got trucks inspected
- Unloaded transformer for new office
- Sprayed weeds in the substation



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

April 15 – May 20, 2024

Completed Work/Projects:

- Install a new sewer lateral for future Police Station
- Remove plow equipment and clean trucks for summer
- Extended a 1" water service line for the future Police Station
- Flush fire hydrants
- Mowing grass and garbage clean up at the park
- Read water meters
- Replace sidewalk at the corner of the Main & W. South St.
- Miscellaneous work around the new building
- Work on repairs needed for the street sweeper
- Begin the annual water quality report
- Work on utility preparations for W. Cortland bridge replacement
- Remove sidewalk on E. South and S. Main
- Install a seal rebuild kit on a mixer at the WWTP

Schedule of Work

- Open the park & pool
- Begin Railroad Ave. - road rebuild
- Pothole patching

Village of Groton

Fuel Usage Report in Gallons

Dates: 05/20/2024

	Unleaded	Diesel
DPW	68	301
Electric	148	0
Fire	45	89
Police	331	

Groton Joint Recreation Committee
May 7, 2024

Scott Weeks called the meeting to order at: 5:37pm

Present were:

Rec Director Becky Koenig
Scott Weeks
Angela Conger
Leon Brockway
Jennifer Foote-Dean
Crystal Young

Absent

Elizabeth Conger

The minutes were reviewed from the March 5th meeting.

Motion made to approve the minutes by: Leon Brockway

2nd by: Jennifer Foote-Dean
carried.

The financials from March and April were reviewed

Motion made to approve the financials by: Leon Brockway

2nd by: Crystal Young
carried.

Recreation Director Report

See Director Becky Koenig's Report attached

Updates on report

Discussion/Action Items

- None

Open Discussion:

Crystal Young asked if the school summer programs were affecting Joint Recreation's programs. Recreation Director Becky Koenig said that the school has less offerings this year and she hasn't noticed a decrease in our camps. Some of the camps are full as well. Also the offerings are different enough to entice people to participate.

Motion to adjourn to review sports audits at: 6:30pm

made by: Jennifer Foote-Dean

2nd by: Leon Brockway

Next meeting June 4th

Submitted by:

Angela Conger

Village of Groton

Deputy Treasurer



Groton Joint Recreation Committee

Becky Koenig- Director Report

May 2024

Spring Programming

- Yoga , Kickboxing, & PiYo running well. Looking for a summer location for Yoga.
 - Using a punch card system so participants can attend any Groton rec fitness program.
- Adult Co-Rec Volleyball-maintaining 20-24 per night
- Youth Track & Field- 30 Kids -**More signed up today including students from Moravia. Simon Moll and Scott Weeks are running the camp with Varsity Students.**
- Active Aging & Functional Fitness- Participants are asking for another round of classes. Will run directly through GFC
- Youth Volleyball Clinic- Positive feedback. Will run again! Working on scheduling a volleyball camp this summer.

Summer Programming

- Camps confirmed- 13 total.
 - Added soccer camp. Aug 5-8th K-6th
 - Adding Sewing Camp
 - Adding Cheer Camp. July 19th 9 am-12 pm. 7th-12th grade. **-More of a one day stunt clinic.**
- Jr/Sr Color Run- Setting up lawn games for pre-post race fun. **-June 15th 10:30am**
- Summer Concerts are all set.
- July 4th DJ booked. Food Trucks: Fredhot, Holy Smoked BBQ, MoMo's café, and Meg-a-Moo's.
- Anticipated Pool open- June 22nd
 - Moving to extended hours. Open swim 6-8pm. Sat swim lessons.
 - Concerns about staffing for private lessons. Considering removing that program. **-Recommended to remove private lessons by Jen Dean and Leon Brockway.**
- Summer Hiring-Jobs are posted
 - Daniel Zhe-Pool Director
 - Erin Cummings hired as Craft Shack staff
 - Aaron Conger hired as Rec Assistant
 - 11 LG returning
 - 3 new hires
 - Full staff meeting and In-service meeting scheduled.
- Adult photography classes in June 1st & 8th
 - 4 participants- **2 separate sessions from 10am-12pm- Adrian would like to do an editing class in the future.**
- Adult Kickball- Tuesday nights. Pick-up games, same as last year. **Starts in July from 6-7:30pm.**
- Adult Softball league partnering with Dryden Rec

- Thurs nights @ Memorial Park.
- Met on Monday to cover rules and logistics -It will be laid back and accessible, 6pm.
Will rotate between Cassavant and Sykes Park.
- Working with the Village to plan Groton Olde Home Days events.
 - More free kids events/activities

Other Planning

- Working with Camille to set up dance lessons for the older population.
- Working with Girl Scout Troop on a service project- plant identification on the trails.
 - Sent out a community survey looking for feedback and ideas.
 - Met to discuss the next step in the project.
- Met with Ellard to discuss the use of the church fields.
 - Need four fields to make the project worthwhile-there is enough space
 - Ellard getting quotes on the cost to level/prep field space
- MyRec software- Pool memberships and pavilion reservations active.

Grants:

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

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
Ellie Dykeman
Maddie Perkins

Groton Youth Commission

143 Cortland St, Groton, NY 13073

Chair
Glenn E. Morey

Vice Chair
Elizabeth T. Conger

Board Members
Kayla Esparza
Brian Klumpp
Sara Knobel
Kristin Prugh

Meeting Minutes May 1, 2024

The May 1, 2024 meeting of the Groton Youth Commission was called to order by chairman Glenn Morey at 7:02PM. Members present were Elizabeth Conger vice chairman, Kristin Prugh, Kayla Esparza, Co-op Extension Coordinator Shelley Lester, Rural Youth Services Rep Richard Alvord, Program Manager Keith Davenport, Youth Rep Maddie Perkins. Members Sara Knobel and Brian Klumpp were excused. Youth Rep Ellie Dykeman was excused.

Secretary's Minutes:

Minutes for March 6, 2024 were accepted on a motion by Kayla, seconded by Maddie and carried.

Report: Keith Davenport: Keith's report is attached. Preparations are underway for the summer day camp. There are 18 requests for camperships, so far.

Report: Shelley Lester: Working with Keith on early details for Summer Camp. A request received for the United Way report from Melody Scheffler. The new finance director is very easy to work with and reports are easily requested and received. Continuing preparations for summer camp.

Report: Rick Alvord: There are 2 job openings at Tompkins County Youth Services. Flyers for upcoming events were presented.

New Business: United Way donation received of \$1250.00.

Meeting adjourned at 7:37 PM

Next meeting is June 5, 2024 @ 7:00PM

Submitted by
Elizabeth Conger
Vice Chair



GROTON RURAL YOUTH SERVICES



May 2024 Announcement



Let's Talk About Camp!!!

A lot of work for camp has been happening behind the scenes. Camp is currently full with a waiting list.

Interviewing camp staff and finishing up paperwork for those hired has been part of my daily work as well as getting acquainted with a scheduling application to assist with camp staff scheduling.

The Counselor in Training program did not have enough interest to be successful, I do plan to hire one CIT through WorkforceTompkins.

An inventory has been almost completed the next time will be ordering supplies needed for camp.

Behind the Scenes:

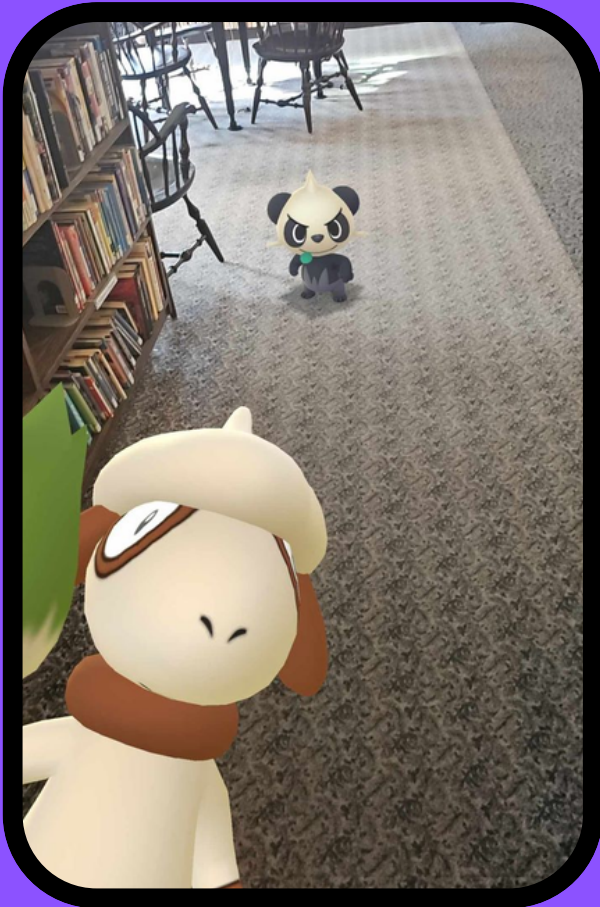
- Daily programming prep
- Grocery shopping for both cooking class and snacks
- Answering many questions in emails about programs
- Completing updates for pokemon games

EVENTS & TRAININGS:

- ANIMAL CRACKERS: MAY 4
- SPRING 4-H IN-SERVICE: MAY 15- 17
- STATE 4-H CAMP DIRECTORS MEETING: MAY 21, 1PM -2PM
- RYS STAFF MEETING MAY 23, 9:30AM -1PM

▶ **KEITH E DAVENPORT GROTON PROGRAM MANAGER**
CELL (315)283-5476 EMAIL KD528@CORNELL.EDU

Cornell Cooperative Extension | Tompkins County



CATCH THEM ALL 2.0

Tuesdays: April 9, 16, 23, 30

May 7, 14: 3pm -5:30pm

@Groton Library, Grades 3rd -8th

Enrollment: Total=8, Male=7, Female=1

Average Daily Attendance=7

Life Skills: Problem Solving, Empathy, Cooperation

Youth developed and array of skills during Catch them all 2.0. They learned how to play the Pokemon trading card game and understand how to play with out my help, the game invovles a decent amount of math.They have learned the strategies behind what has weaknesses and strengths and how to better their odds by working together as a team. They really enjoyed the final 2 days as we had an ice cream treat one day, and played Pokemon on the Switch on the other day.

GRILLING & CHILLING

Wednesdays: April 10, 17, 24 May 1, 8

@Groton Memorial Park, Grades 5th -8th

Enrollment: Total=8, Male=4, Female=4

Average Daily Attendance=7

Life Skills: Healthy Lifestyle Choices, Learning to Learn, Self-Responsibility

Youth enjoyed cooking at the park, while they waited for their food to cook they enjoyed gaga ball as well as other outside games. They learned how to grill many types of food, including portabella mushrooms, hamburgers, chicken, and fish. Youth also learned how to grill chips, make baked potatoes, as well as roasted vegetables including corn and squash. Nutritional needs and a well balanced meal, were also topics covered during the program.





ANIMAL CRACKERS

Saturday May 4, 2024: 8am-3:30pm

@Cornell University, Grades 4th -8th

Enrollment: Total=5, Male=2, Female=3

Average Daily Attendance=5

Life Skills: Learning to Learn, Problem Solving

This an eventful day.

We started with Orientation, from there we learned about pigs. The students learned how to cut the ears for identification purposes. They actually were able to walk the swine using a crop to direct movement. Next was walk to the beef cattle area where they went over body composition.

After that we learned about nose training with dogs. Up next was horses, youth listend to a talk about the geology make up of a horse race track. After lunch we engaged in a spoon and egg race and egg tossing competition.

Then it was back to the topic of animals where they learned about bedding materials for pretty much every farm animal. The students really liked the second beef session, they were able to learn hands on how to give a syringe to cows on a demo cow head and neck. They loved the last session as it was about how to perform first aid on dogs. They

had demo dog stuffed animals, and youth practiced wrapping injured legs. Using a real dog they learned how to check the pulse using a stethoscope. To close the day youth watched a farrier hone his craft and learned about hourse shoes.



Participant Highlight:

Liesl Moll!!!

Liesl during the opening at Animal Crackers asked if she had to pet dogs, in front of 200 people, as she was afraid of them. In the end she faced her fear and was able to pet this chocolate lab!!!



Liesl is checking the pups pulse with a stethoscope.