

Groton Village Board of Trustees

Monday, May 21, 2018

Mayor Neville opened the meeting at 7pm.

Present: Mayor Neville, Trustees Morey, Conger, Holl and Walpole, Nancy Niswender - Clerk/Treas, Chad Shurtleff - DPW Supv, Ben Nelson - Fire Chief, Mike Andersen - Code Enf, Steve Teeter- Elec Utl. Supv., Charles Rankin – Administrator, Bill Troy – Attorney, Vonnie Dawson, Alexandra Parlett, Jessica Goyette, Justin Goyette, Hayley Wheeler, Mike Neville GFD

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

GENERAL FUND

From: Contingent Fund-1990.4-\$11,244.11
Treasurer – Audit 1325.41 - \$433.32
Clerk/Treas Record Rest – 1410.42 -\$584.39
Elections Pers Serv – 1450.1 \$450.00
Village Bldgs. – Roof Repair – 1620.47 -\$1,309.44
Village Bldgs. – Renovations – 1620.48 - \$213.64
Village Bldgs. – Renovations – 1620.49 - \$2,095.06
Village Garage Equipment – 1640.2 - \$350.00
Police – Personal Serv – 3120.1 - \$5,069.21
Ambulance Personal Serv – A4540.1 - \$438.24

To: Treasurer Cont. – 1325.4-\$433.32
Clerk/Treas Personal – 1410.1 - \$359.82
Clerk-Other Exp-1410.4-\$216.33
Elections Cont. – 1450.4-\$458.24
Village Bldgs. Cont.-1620.4-\$2,095.06
Garage-Other Exp-1640.4-\$1,659.44
Police-Other Exp-3120.4-\$5,069.21
Fire Dept-Other Exp-3410.4-\$213.64
Ambulance-Pers Srves-PT-4540.12-\$438.24
Street Administration Pers Serv.-5010.1-\$344.48
Streets-Pers Srves-5110.1-\$9,091.08
Snow Removal-Pers Srves-5142.1-\$536.31
Youth Prog Cont.-7310.4-\$1,193.23
Electric Insp. Personal Serv-8010.11-\$1.00
Zoning & Code Enf. Cont.-8010.4-\$78.01

WATER FUND

From: Source Supply- Personal Serv. 8320.1 -\$431.06
Treatment Plant Cont. 8330.4-\$137.60
Appropriated Reserves – 511-\$75,000.00
To: Water Admin. Personal Serv. 8310.1 -\$431.06
Admin-Other Exp-8310.4-\$137.60
Transf. to Capital Project-9950.9-\$75,000.00

SEWER FUND

From: Contingent Fund-1990.4-\$10,212.00
Sewer Admin.- Equipment-8110.2-\$2,594.80
Sewer Lines-Personal Services – 8120.1-\$2,099.10
Sewer Lines-Cont.-8120.4-\$2,491.98
To: Sewer Admin.- Pers Serv. 8110.1-\$234.81
Sewer Admin. – Cont. 8110.4-\$1,498.90
Sewer Lines – Cont. 8120.4-\$19.20
Treatment Plant – Pers. Serv.-8130.1-\$1,864.29
Treatment Plant – Cont.8130.4-\$13,780.68

Seconded by Trustee Holl, carried. The above adjustments and claims paid are covered by the following lists of abstracts of audited vouchers:

GENERAL (A9)	\$ 139,142.64	ELECTRIC (E9)	\$ 147,801.63
WATER (F9)	\$ 35,626.50	JOINT REC (J9)	\$ 334.24
SEWER (G9)	\$ 12,937.98	PARK PROJECT	\$ 169.63

Trustee Conger made a motion for a resolution authorizing the Mayor to sign the 2018 Tax Warrant for \$755,964 with water relevies of \$16,745.22, sewer relevies of \$22,107.62 and unpaid charges of \$1,074.64. Seconded by Trustee Holl, carried.

Trustee Morey made a motion for approval of Groton Fire (\$119,500) and Ambulance (\$117,500) Service Contracts. Seconded by Trustee Holl, carried.
Trustee Holl made a motion to approve Groton Fire Department Fireworks Permit. Seconded by Trustee Walpole, carried.

Trustee Conger made a motion for approval of report from Insero & Co., CPA's for fiscal year ending May 31, 2017. Seconded by Trustee Holl, carried.

Discussion followed on the OCR funds. Administrator Rankin explained: A grant was received to help Finger Lakes Agriculture, the money associated with this is co-mingled in our account, and these funds have to be separated out as some funds are from HUD and some from NYS. The HUD money we are able to use as we wish, and the rest of the money will need to be used as intended or we will need to request permission from OCR. We either need to set up a separate account or put in our General account and use it for another purpose. The consensus is to put it in the building fund account.

Trustee Conger made a motion to approve transfer of OCR funds \$15,719.41 from Aquaculture and approve Mayor to sign CDBG Certification. Seconded by Trustee Morey, carried.

Trustee Holl made a motion to approve the CT Male Grant proposal for the Engineering Planning Grant. Seconded by Trustee Walpole, carried

Trustee Conger made a motion to have the Mayor sign the change order No. 1 for the Storm Water Improvement Project. Seconded by Trustee Morey.

Trustee Conger made a motion to withdraw \$30,000 from the Capital Water account to pay for the water additions included in the Storm Water Improvement Project. Seconded by Trustee Morey.

Trustee Morey made a motion to approve Travel to Basic Accounting School - October 23-25 SUNY Oneonta for Olivia Howarth. Seconded by Trustee Holl, carried.

Trustee Conger made a motion to adopt a resolution to remove Deborah Barron as signer on Accounts at First National Bank of Groton and to have Christopher Neville, Charles Rankin and Nancy Niswender as current signers. Seconded by Trustee Morey, carried. Discussion followed concerning letter from Airosmith Development – Lease request for AT&T Mobility on Sovocool Hill. As this is in the within the town limits they will need to conform to the Town of Groton Cell Tower regulations. Trustee Walpole made a motion to have Clerk Niswender contact Airosmith Development and notify them that we would be willing to discuss the possibility. Seconded by Trustee Holl, carried.

Discussion on request from Groton PTO to block off Carpenter Ave to through traffic on June 16th for a fun color run. Sign in is at 9am and the race from 9:30-11:30. New event as a fundraiser for the High School. Officer Williams agreed to help with an additional officer. Trustee Walpole made a motion to allow for Carpenter Ave to be blocked off to through traffic for two hours on June 16th. Seconded by Trustee Holl, carried.

Mayor Neville appointed the following summer staff positions:

Pool Director:

Ben Rourke

Head Guards:

Thomas Towner

Matt Krebs

John Pelletier

Recreation Assistants:

Danielle Heavens-Soda Craft Shack & Fridays

Brooke Twitchell- Craft Shack only

Morgan Dittman- Fridays only

Lifeguards:

Adam Cronk

Justin Searls

Cara Carmichael

Alexis Hatfield

Jaden Howell

Mark Dodici

Greg Pinkowski

Lane Ostrander

Griffin Scarlatta

Mayor Neville appointed the following positions (to begin after phase two training):

Kyle Gunn – PT Police Officer, at a rate of \$20 per hour.

Kevin Forney – PT Police Officer, at a rate of \$20 per hour

Kelly J Bishop – Full Time – Information Aide at a rate of 13.15 per hour

Department Reports:

Electric:

Supv Teeter reported: Mike Perkins has started and has had quite a few different experiences already: a tree down, pole replaced and brush pick-up. Tom and Steve attended safety training – it has begun again in Endicott. Yearly stray voltage and pole inspections – we have replaced a bad pole on Williams St and on Hillcrest replaced some fittings on a transformer. We helped set a new pole and wires in Skaneateles. Steve helped with mutual support to the Central Hudson/Brewster area due to storm damage from May 16-20.

Charles Rankin reported his current position as president for NYMPA will be ending May 31st.

DPW:

Supv. Shurtleff reported: They have finished their springtime clean-up of sweeping and replacing a lot of topsoil to areas that needed it from plowing. Currently they are working at the park and pool including an addition on the concrete deck at the pool with 4 tables, chairs and umbrellas for parents and grandparents to use while watching the children. The funds for this project will come out of the park grant fund. They are having the wading pool repaired by Al & Joe Hayes in hopes of repairing the leak. We are also working on the bathrooms and guard houses and getting ready for opening day on June 22nd. We are waiting on paint to finish up the pool. Two of the DPW workers are helping the Town of Groton with paving projects. The annual water quality report is done and will be mailed in the next few days. He will be willing to sit down and answer any questions that anyone has concerning the report. The next projects will be getting ready for Memorial Weekend and summer.

Code Enforcer:

Code Enf. Officer Andersen reported: The Chatham Shepherders Creamery is adding on a 1,200 ft. addition. 105 Peru Rd is doing a sun room addition. On the zoning side – People have not been mowing. For one property he has sent out 18 letters since he has been here. Many of these are repeats. Do we just send someone in to mow? Village law states max 8 inch height (The State Law is 10 inches). The Village charges \$150 to mow a large lawn. Chad stated he normally has someone hired on at this time to help mow, but does not at this time. Sam Sweeny was hired to mow the Plastisol property. This cost \$300 – we will pay and send bill to owner of property.

Vonnie Dawson offered to volunteer to help mow lawns; she is currently working on Dick Bakers property. She noted letters being mailed out should contain a list of people that can mow.

Mayor Neville commented, if we had a list of local people that could mow, we could include that with the letter, but it would be up to the owner to hire.

Trustee Morey inquired about the camper at 700 S. Main Street. Code Enf. Officer Andersen responded that the camper would need to be moved to the back yard or driveway. He mailed a letter out giving them 30 days. They said the camper will be moved as soon as school is out.

There were also questions about the Expressmart name change to Speedway and when this might be taking place. Code Enf. Officer Andersen reported that there should be no hold up with Dunkin Donuts. He did an inspection last week and they are complete. Also questions were raised about tractor trailer trucks on Elm St. This was noted that the property in question was outside the village limits.

Fire/Ambulance:

Fire Chief Ben Nelson reported: The kick-off event went well; we received seven applications for volunteers. Training is current happening. We have a lot of upcoming events from Jr. Fire Fighter Camp July 9-13, assisting with the color run and through Groton Olde Home Days in August. We have been involved in several mutual aid fires, 336 Ambulance calls and 59 fire calls as of today. July 6th will be the fireworks with a rain date of July 8th. Raffle ticket sales are going well. We are currently working on a donation program for the Jr. Fire Fighter camp. Raffle ticket sales for the building fund are going well.

Police Report

Lt. Williams reported: 705 calls for the year. We are behind last year's amount of calls. We have two more part time officers ready to be brought on. The replacement vehicle for the Tahoe is being researched. We were unable to locate any 2018 models and are looking to order a 2019. To hopefully be in service by Fall. We are participating in a shared service fire arms training with Dryden Police Department. Dryden received a \$4,800 donation and purchased a shed for our range. Our electric crew and DPW crew built a pad and wired the shed.

Joint Recreation and Youth Commission:

Trustee Conger did not meet but reported from the Joint Recreation report – Youth Baseball had a hard start due to the weather. Youth Track and Field have had over 40 children register from 3rd – 6th grade. The summer program books are out with several programs available. Trustee Morey reported on Youth Commission – A lot is going on, new information will be coming out June 1st that will help support the summer program. They have been doing a lot of training.

Wastewater Treatment Plant:

Trustee Walpole reported all is going good. Alvin Howell is dealing with the Duckweed – which is a green covering that adds to the level of phosphorus. Administrator Rankin mentioned this is part of the Engineering Planning Grant (which is an 80/20 match) to replace the headworks that will be requested and believes that we can attach the Trunkline study to be included.

Public Comments:

Vonnie Dawson relayed questions from other residents in attendance: When will the Police/Fire building be done or started? Administrator Rankin responded that it should be going by 2020.

Vonnie Dawson stated she has a lot of free time and offered to volunteer if anyone needed help.

Mayor Neville - Building Committee Meeting was held and we reviewed the RFP for architects. If anyone on the Board that know anyone that would like to know more, please let Clerk Niswender know so she can send them a packet. We will be having an informational meeting tentatively June 25th. Our target date is to have about 30 days to get the bid packet in after the informational meeting.

Administrator thanked all for the participation in his retirement party. He and all the out of town attendees were impressed to see how great the event was.

8:25 – Adjourn to executive session

9:00 –Trustee Walpole made a motion to return from executive session, seconded by Trustee Conger, carried.

Items decided on in executive session:

Discussion followed on a letter received from Vista (Valley View Park) – RE: Water Leakage / Sewer discount request. Trustee Holl made a motion to recalculate sewer usage for Vista Real Estate using last year's figures for the same period and to give a discount of 50% of the difference of sewer only, seconded by Trustee Morey, carried.

Trustee Walpole made a motion to offer an additional \$2,500 to Norfe Pirro to settle his case, seconded by Trustee Morey, Trustee Conger voted yes, Mayor Neville and Trustee Holl voted no, carried.

Trustee Conger made a motion to pay Vicki Marks up to an additional 38.5 hours vacation time and carry over up to 35 hours compensation time due to not having time to take before year end, seconded by Mayor Neville, carried.

Trustee Conger made a motion to pay Chad Shurtleff up to an additional 22 hours vacation time due to not having time to take before year end, seconded by Trustee Holl, carried.

Trustee Holl made a motion to pay Steve Teeter up to an additional 29.5 hours vacation time due to not having time to take before year end, seconded by Trustee Walpole, carried.

Trustee Holl made a motion to allow Nancy Niswender to carry over 40 hours compensation time due to not having time to take before year end, seconded by Trustee Conger, carried.

Trustee Walpole made a motion to adjourn at 9:04

Nancy Niswender
Village Clerk