

VILLAGE BOARD OF TRUSTEES

JAN. 18, 2016 7 PM

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Mayor Neville called the meeting to order at 7 pm.

Present were: Mayor Neville, Trustees Conger, Morey and Holl, Alvin Howell-Wastewater Treatment Plant Operator, Steve Teeter-Electric Utility Supervisor, Chad Shurtleff-Dept. of Public Works Supervisor, Mike Andersen-Code Enforcement Officer, Tim Williams – Police Lt. (OIC), Kayla Esparza, Phil Esparza, Christine Personius, Lee Shurtleff

Absent was: Trustee Evener

Pledge of allegiance.

Trustee Morey made a motion to approve the minutes of December 21, 2015 meeting, seconded by Trustee Conger, carried.

Trustee Morey made a motion that the claims presented for review be approved, and to adjust the budget as follows:

GENERAL FUND

From: Contingent Fund-1990.4-\$175

To: Unallocated Insurance-1910.4-\$175

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

GENERAL (A8)	\$28,595.03	JOINT REC (J8)	\$477.20
WATER (F8)	6,064.45	CAPITAL-STRM SWR PROJ(HSS8)	4,350.05
SEWER (G8)	11,310.61	COM DEV (PI 16-1)	1,101.35
ELECTRIC (E8)	75,641.66	COM DEV (Housing Rehab Grant)	9,626.34

Electric – Supervisor Teeter reported that the new bucket truck will go into production at the beginning of March. It hopefully it will be ready for delivery to us by April or May. The Department has been picking up Christmas trees as they have been placed to the curb. The crew has started the lineman safety training classes in Endicott. The first class involved required OSHA training. The crew also assisted the Town of Groton in cutting down trees and the Village snow removal efforts.

Public Works – Supervisor Shurtleff noted that the Department has been working on various projects in shop. There was one four inch water main break on Cayuga Street that was a fairly easy fix. Support

poles on the pavilion at the park were replaced, the others had rotted out and that structure is much sturdier now.

Code Enforcement – Code Enf. Officer Andersen reported that 52 building permits were issued in 2015 (3 of which was for the Village’s housing rehab program). Value of permits was about \$650,000. There were also 53 window/roofing permits issued at a value of \$251,000. \$901,000 total. In addition there were 91 inspections of 459 different units. There are more now with annual inspections of multi-family housing.

Wastewater Treatment Plant – Plant Operator Alvin Howell noted he has been pressing a fair amount of sludge. Everything is flowing well. The DEC is setting up a system to submit the monthly reports (DMR) electronically. The DEC is promulgating programs to enable plants to be reviewed and evaluated and have newer equipment. The plant needs improvements at the headworks. The EQ tank builds up sludge and needs cleaning. Alvin further stated that he likes to have a fair inventory of spare parts since we can’t shut down. He also noted that the chemical usage has dropped somewhat due to the colder weather.

Police – Lt. Williams reported that it has been fairly quiet. Had to replace the radiator in the Impala (156). New laptop has been installed in the Tahoe (158). The laptop for 156 has been delivered. Lt. Williams and Officer Forney painted the police station. Officer Brett George is leaving the Dept.

Joint Recreation – Trustee Conger reported youth basketball has above average numbers. All of the coaches for the girls have completed their backgrounds checks, the boys coaches still lack some. Tee shirts have been ordered and delivered to the players and coaches. The wrestling numbers are down, only have 10 participants and they lack one coach. Cabin Fever Festival is set for March 5<sup>th</sup>. Trustee Conger reviewed the various activities planned for the event. Audits on youth sports programs will take place soon. The Community Arts Partnership awarded the committee \$900 for the summer concerts and \$500 for the Art Group. The “Shred-It” truck will be at the Cabin Fever Festival to grind residents’ papers. It cost \$300 per hour and it is not part of the committee budget, so we have asked for donations. This will be free to Town and Village residents, outside persons will need to pay \$5.

Youth Services – Trustee Conger reviewed the Get Fit, Makers Space, Winter Explorers and Homework Helper programs. Five new girls have signed up for the Girl Adventures program, which focuses on self-esteem and enrichment. They will be going to visit a college campus and the Susan B. Anthony house in Rochester. A grant application has been submitted for the Groton and Candor schools for expanded after school programs and summer camp. The amount is \$5,000.

Planning Board – Trustee Holl reported on the Jan. 4 Planning Board meeting. He reported that there was a discussion on the condition of sidewalks and curbs in the Village. The Village still offers the removal of the old walk, provides stone for the base and offers a 25% grant thru the Community Development Fund. The First National Bank of Groton used to have a program for sidewalk replacement. We should let people know of these programs and enforce the rehab of the walks.

Perhaps a letter with the utility bills. There was also an issue with the bright lighting at the Family Dollar.

Admin. Rankin noted that NYMPA will be holding the incremental power price at 52 mills, as it has been. Natural gas prices have held steady.

Admin. Rankin reported that in cooperation with the Tompkins County records management system, our records that have been Laserfiche are now backed up on the County computer. Deputy Treasurer Debbie Barron picked up some very useful information on Laserfiche at the Laserfiche conference she attended last week.

Public comments:

Christine Personius inquired if there are any updates on the Village's lawsuit with Norfe Pirro. She was advised that there was no information that can be discussed at this time.

Trustee Conger made a motion that the chief officers of the Fire Dept. for 2016 be approved: Jamie Babcock-Chief, Lance Coit-Deputy Chief, Ben Nelson-1<sup>st</sup> Assistant Chief, Scott Metcalf-2<sup>nd</sup> Assistant Chief, and Matthew Duso-3<sup>rd</sup> Assistant Chief. Seconded by Trustee Morey, carried.

Mayor Neville appointed Peggy Merrill to a five-year term on the Groton Housing Authority, term ending Jan. 30, 2021. Trustee Holl made a motion to approve the appointment, seconded by Trustee Morey, carried. (Re)appointment of Walt Isengard as an alternate was tabled.

Mayor Neville appointed NANCY NISWENDER as a (second) Deputy Treasurer. Trustee Conger made a motion that the appointment be approved at an hourly rate of \$15.86 per hour and 52 weeks of probation, seconded by Trustee Morey, carried.

Trustee Morey made a motion that the Village use State or County bid prices for a) the purchase of asphalt and bituminous materials and b) kerosene, diesel and unleaded fuel for 2016. Seconded by Trustee Holl, carried.

Trustee Conger made a motion that the Village participate in the Tompkins County Drug and Alcohol Testing Consortium for 2016, seconded by Trustee Morey, carried.

Trustee Holl made a motion to approve travel for Chuck Rankin to attend the NYS GFOA Conference in Albany, April 6-8, seconded by Trustee Morey, carried.

Trustee Holl made a motion to approve travel for appropriate personnel to attend the PERMA Annual Conference in Bolton Landing, May 26 & 27, seconded by Trustee Conger, carried.

There was discussion in regards to adopting a local law to override the tax cap. Since the Tompkins County efficiency plan was approved and we stay under the cap, Village residents would be eligible for a rebate. The consensus of the Board was to wait and see how the budget process goes and see if staying under the cap is obtainable.

Tentative date for the first budget work session was set for Saturday, Feb. 20 at 9 am.

Lee Shurtleff on behalf of the Fire Dept. came before the board and provided copies of the annual fire report. In 2015, the Department answered 670 EMS calls and 152 fire calls. Fire loss was at \$172,600. Ambulance is still providing a six minute response time on the average. Two-thirds of the ambulance calls are in the Village. Ten locations account for about one half of the calls – nursing homes, senior citizen complexes, etc.

Trustee Conger made a motion to move into executive session to discuss personnel matters involving the EMS and Police Depts., seconded by Trustee Morey carried.

Trustee Conger made a motion to move out of executive session, seconded by Trustee Morey, carried. There were no votes taken or resolutions adopted during the session.

At 7:57 pm, the meeting was adjourned to Monday, Feb. 8 at 6:30 pm.



CHARLES V. RANKIN

Village Clerk

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VILLAGE BOARD OF TRUSTEES  
ADJOURNED MEETING OF JAN. 18, 2016  
FEB. 8, 2016 6:30 PM  
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Mayor Neville reconvened the meeting of Jan. 18, 2016 at 6: 30 pm.

Present were: Mayor Neville, Trustees Conger, Holl and Morey

Absent was: Trustee Evener

Admin. Rankin reported that only one RFP was received for grant consulting services in regards to the public infrastructure grant recently awarded to the Village. Since there was only one RFP submitted, the Office of Community Renewal will have to approve them. The one RFP was:

Thoma Development Consultants - \$14,500

Upon conclusion of discussion, Trustee Holl made a motion that the proposal presented by Thoma Development Consultants be accepted and approved, and that the Mayor is authorized to enter into a contract with Thoma, contingent upon approval by New York State Office of Community Renewal, seconded by Trustee Morey, carried.

Admin. Rankin reported that there were four RFQ's submitted for consideration in regards to the public infrastructure grant. Mayor Neville, Dept. of Public Works supervisor Chad Shurtleff, and Admin. Rankin interviewed three of them. All three firms had excellent credentials, but due to their familiarity with the Village and our satisfaction with their services in the past, the above-mentioned interview committee recommends that C.T. Male Associates, PC be approved as the project engineer.

Trustee Conger made a motion to approve C.T. Males Associates, PC of Latham, NY as the engineer for the public infrastructure grant and authorizes the Mayor to negotiate and enter into a contract with them for their services, seconded by Trustee Holl, carried.

A proposal from Forecon, Inc. for forestry services was reviewed. Upon conclusion, Trustee Morey made a motion that the Village accept the proposal with Forecon at the 15% of the contracted amount for the timber, which include marking the trees, taking the bids, and monitoring the harvest, seconded by Trustee Holl, carried.

The meeting was closed at 6:48 pm.



CHARLES V. RANKIN

Village Clerk