

TOWN OF GROTON – MINUTES OF TOWN BOARD MEETING
ORGANIZATIONAL MEETING
TUESDAY, JANUARY 14, 2014 AT 7:30 PM
THE TOWN HALL, 101 CONGER BOULEVARD

Those present: Glenn E. Morey, Supervisor
Ellard L. Sovocool, Councilperson
Kelly Smith, Councilperson
Richard B. Gamel, Councilperson
Sheldon C. Clark, Councilperson
Fran Casullo, Attorney for the Town

Also present: Rosemarie Tucker, Gary Coats, Charles Rankin, Joe Graham, Joan Packard, Carole Daugherty, Greg Weiland, Dan Klimaszewski, Julia Ganson, Elizabeth Snyder, Susan Cerretani, Jen Schwade, Stefanie Jacobs, Faith Tyler, Ruth Williams, April Scheffler.

RESOLUTION #14-001 - 2014 ORGANIZATIONAL ITEMS/APPOINTMENTS

Item 1 – Depository. - MOVED by Supervisor Morey, seconded by Councilperson Sovocool
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the First National Bank of Groton be designated as the depository for all monies coming into the hands of the Supervisor and Town Clerk of the Town of Groton.

Item 2 – Official Newspaper – MOVED by Supervisor Morey, seconded by Councilperson Gamel.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Groton Independent be designated as the official newspaper of the Town of Groton.

Item 3 – Law Firm – MOVED by Supervisor Morey, seconded by Councilperson Gamel.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the law firm of Pomeroy, Armstrong, Casullo & Monty be retained as Attorneys for the Town of Groton.

Item 4 – Zoning Officer – MOVED by Supervisor Morey, seconded by Councilperson Clark.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that Gary Coats be appointed Zoning Officer and Building and Fire Code Enforcement Officer for the Town of Groton.

Item 5 – Constable – Vacant

Item 6 – Deputy Supervisor – MOVED by Supervisor Morey, seconded by Councilperson Sovocool.

Ayes - Sovocool, Smith, Clark, Morey.

Abstain - Gamel

RESOLVED, that Richard Gamel be appointed Deputy Supervisor for the Town of Groton.

Item 7 – Deputy Highway Superintendent – MOVED by Supervisor Morey, seconded by Councilperson Clark.

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that Peter Carr be appointed Deputy Highway Superintendent for the Town of Groton.

Item 8 – Deputy Town Clerk – MOVED by Supervisor Morey, seconded by Councilperson Smith.

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that Robin Cargian be appointed Deputy Town Clerk for the Town of Groton.

Item 9 – Bookkeeper – MOVED by Supervisor Morey, seconded by Councilperson Gamel.

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that Charles Rankin be appointed as Bookkeeper for the Town of Groton.

Item 10 – Court Clerk – MOVED by Supervisor Morey, seconded by Councilperson Smith.

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that Cindy Vicedomini be appointed as Court Clerk for the Town of Groton.

Item 11 – Part Time McLean Crossing Guard – MOVED by Supervisor Morey, seconded by Councilperson Gamel.

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that Margaret Albern be appointed part-time McLean School Crossing Guard for the Town of Groton.

Item 12 – Town Historian – MOVED by Supervisor Morey, seconded by Councilperson Smith.

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that Rosemarie Tucker be appointed as Town Historian for the Town of Groton.

Item 13 – Town Health Insurance – MOVED by Supervisor Morey, seconded by Councilperson Sovocool.

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that full time employees to have 80% health insurance coverage paid for by Town through the Greater Tompkins County Municipal Health Insurance Consortium.

Item 14 – Town Board Regular Meetings – MOVED by Supervisor Morey, seconded by Councilperson Sovocool.

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Town Board will hold their regular Town Board Meetings on the second Tuesday of each month at 7:00 – 7:30 P.M. to review invoices and 7:30 P.M. for the Board Meeting, at the Town Hall on Conger Boulevard, Groton, NY.

Item 15 – Fix Salaries of Town Officers – MOVED by Supervisor Morey, seconded by Councilperson Gamel.

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Town Board does hereby fix the annual salaries of the following Town Officers and employees at the amounts respectfully stated and that such salaries shall be paid at the time respectfully specified:

1. Glenn E. Morey, Supervisor	\$ 12,500.00 Biweekly
2. Ellard L. Sovocool, Councilperson	\$ 3,750.00 Quarterly
3. Kelly Smith, Councilperson	\$ 3,750.00 Quarterly
4. Richard B. Gamel, Councilperson	\$ 3,750.00 Quarterly
5. Sheldon C. Clark, Councilperson	\$ 3,750.00 Quarterly
6. April L. Scheffler, Town Clerk	\$ 46,215.00 Biweekly
7. Richard C. Case, Jr., Highway Superintendent	\$ 66,251.00 Biweekly
8. John J. Norman, 1 st Town Justice	\$ 14,580.00 Biweekly
9. A. D. Dawson, 2 nd Town Justice	\$ 14,580.00 Biweekly
10. Gary L. Coats, Code/Fire Enforcement	\$ 30,000.00 Biweekly
11. Charles Rankin, Bookkeeper	\$ 26,300.00 Biweekly
12. Rosemarie Tucker, Historian	\$ 1,000.00 Quarterly

Item 16– Set Hourly Rates – MOVED by Supervisor Morey, seconded by Councilperson Clark.

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Town Board does hereby set the hourly rates as follows:

a) Deputy Town Clerk	\$15.56 per hour
b) Court Clerk	\$15.84 per hour
c) Custodian	\$13.43 per hour
d) Crossing Guard	\$12.76 per hour

Item 17 - Appointment of Representatives to Town and County Programs – MOVED by Supervisor Morey, seconded by Councilperson Sovocool

Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, to appoint the following as representatives to Town and County Programs:

Environmental Management Council – Peg Ficken
 Tompkins County Transportation Council – Sheldon Clark
 Tompkins County Human Services Coalition – Teresa Robinson
 Groton Youth Commission – Glenn Morey, Teresa Robinson, Peggy Ficken
 Tompkins County Youth Advisory Board –
 Tompkins County Recreation Partnership – Glenn Morey

Tompkins County Fire, Disaster and EMS Advisory Board – John Miller

Item 18 – Supervisor's Appointment to Committee Members – MOVED by Supervisor Morey, seconded by Councilperson Gamel
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Supervisor's appointment of committee members be approved as follows:

Finance – Glenn Morey & Rick Gamel
Machinery – Sheldon Clark
Building – Richard Gamel & Kelly Smith
Fire Department - Ellard Sovocool
Personnel – Glenn Morey & Rick Gamel
Zoning, Bldg. and Fire Code – Richard Gamel
HUD Loans - Ellard Sovocool & Glenn Morey
Light Districts – Kelly Smith
Fixed Assets - Ellard Sovocool
Senior Citizens – Sheldon Clark
Recreation Committee – Kelly Smith
Highway – Sheldon Clark
Tompkins County Council of Governments (TCCOG) - Kelly Smith
Greater Tompkins County Municipal Health Insurance Consortium - Glenn Morey & Jeffrey Brockway
Planning Board – Rotating Attendance by Town Board Members
Appeals Board – Rotating Attendance by Town Board Members

Item 19 - Set fees for Town Services – MOVED by Supervisor Morey, seconded by Councilperson Sovocool.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that fees for the Town services be set as follows:

- | | |
|---|--|
| 1. Photocopies - 8 1/2 x 11 | \$.25 |
| 2. Photocopies - 8 1/2 x 14 | \$.50 |
| 3. Photocopies - 11 x 17 | \$.50 |
| 4. Transcript of Marriage | \$10.00 |
| 5. Marriage License/Certificate | \$40.00 |
| 6. Town, Village, County Maps | \$.50 |
| 7. Mileage - Town Officials | \$.50 |
| 8. Dog License - Unaltered Dog | \$20.00 + \$3.00 NYS Animal Population Control Fee |
| Dog License - Altered Dog | \$10.00 + \$1.00 NYS Animal Population Control Fee |
| 9. Returned Check Fee | \$20.00 |
| 10. Fax Copies - Transmit | \$ 1.00 per page |
| Receive | \$.25 per page |
| 11. Duplicate Tax Receipt | \$ 0.00 |
| 12. Town Directory | \$ 5.00 |
| 13. Land Use & Dev. Code | \$25.00, CD \$15.00 |
| 14. Certified Copies | \$ 5.00 |
| 15. Paper Copy of Comprehensive Plan | \$25.00, CD \$15.00 |
| 16. Town of Groton Zoning Fee Schedule: | |

Town of Groton Zoning Fee Schedule	
Building Permit: \$0 - \$4,000	\$25
Building Permit: More than \$4,000	\$25 + \$3 per \$1,000 over \$4,000
Building Permit Renewal	½ Original Fee & approval of CEO
Agricultural Buildings	\$25
Non-Structural Roof Replacement	No Charge
Swimming Pool, Above Ground	\$25 (includes original fence if needed)
Swimming Pool, In Ground	\$50 (includes original fence)
Solid Fuel Burning Appliance	\$25
Shed	\$25
Deck	\$25
Fence 6ft or higher/Replace pool fence	\$25
Residential Green Energy	\$25
Disability Ramp	No Charge
Cellular Tower	\$2.50 per \$1,000 of Construction Cost
Demolition Permit	\$25
Sign Permit	\$10
Operating Permit	\$25
Operating Permit - Public Assembly >100 People	No Charge
Outdoor Fireworks/Indoor Pyrotechnics Permit	\$25
Manufacturers' Pyrotechnics Testing Permit	\$25 Annually
Junk Yard Annual Inspection	\$25 Annually
Subdivision - Minor	\$30 + \$20 per lot
Subdivision - Major Level One	\$50 + \$20 per lot
Subdivision - Major Level Two	Preliminary Review - \$100 + \$20 per lot
	Final Review - \$100 + \$20 per lot
Boundary Line Change	\$25
Cluster Development	Preliminary Review - \$100 + \$20 per lot
	Final Review - \$100 + \$20 per lot
Planned Unit Development	Town Board Review - \$200
	Site Plan Review by Planning Board - \$200
Site Plan Review (Land Use Permit)	2000 sq. ft. & under - \$100
	2001 sq. ft. & over - \$200
Site Plan Review for Echo Housing	No Charge

Special Permit - Cemetery	\$200
Special Permit - Junk Yard	\$500
Special Permit - High Density Housing	\$500
Special Permit - Mining	\$500
Special Permit - Manufactured Home Park	\$500
Special Permit - Sexually Oriented Businesses	\$750
Mass Gathering Permit	\$750
Application for Variance or Interpretation	\$50

Additional Fees:

1. Fees listed do not include postage, which may be an additional charge at current postal rates.
2. If a public hearing is required, the applicant shall pay the cost of advertising fees.
3. Costs incurred by the Town of Groton for engineering, planning, legal and other necessary expenses for the purpose of reviewing any application with regard to an item covered by this fee schedule shall be paid by the applicant.
4. The applicant shall be responsible for costs incurred by the Town of Groton for the review and/or preparation of an Environmental Impact Statement if said statement is necessary.
5. When Fees Are To Be Paid: All fees required by this fee schedule shall be paid to the Town of Groton at the time the application is presented. No permit/certificate will be issued until all fees, costs, and/or expenses are paid in full.

Item # 20 - Miscellaneous Appointments, Fees, Etc – MOVED by Supervisor Morey, seconded by Councilperson Sovocool.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Town Board does hereby approve the following miscellaneous appointments, fees, etc:

1. **Annual Retainer Fee for Legal Services** rendered by Pomeroy, Armstrong, Casullo & Monty.
2. **Authorize Highway Superintendent** to give pay raises effective January 1, 2014
3. **Authorize Annual Association of Towns Training School** – February 16-19, 2014, in NYC;
4. **Appoint Glenn Morey as Delegate for Annual Association of Towns Meeting**
5. **Appoint contact people for Drug and Alcohol Testing Program** – Richard Case and Glenn Morey.
6. **Appointment of Town Planning Board Member** – Reappoint Barbara Clark term to begin January 1, 2014 and end December 31, 2020.
7. **Appoint member to Zoning Board Member** – Reappoint Paul Fouts for a term to begin January 1, 2014 and end December 31, 2017.

8. **Appoint members of Agriculture Advisory Committee** – Daniel Carey (Chairperson), Marlin Houston, Robert Fouts.
9. **Appoint members of the Ethics Board** - Glenn Morey, John Watkins, John MacLean, Daniel Carey, John Miller

RESOLUTION #14-002 - CONTRACT FOR AUDIT OF 2013 FINANCIAL STATEMENTS

MOVED by Supervisor Morey, seconded by Councilperson Clark.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Town Board does hereby retain the services of Cisaschi, Dietershagen, Little, Mickelson & Company, LLP, to audit Financial Statements, including Justice Court, for the year ended December 31, 2013.

RESOLUTION #14-003 - APPROVE 2014 DOG CONTRACT

MOVED by Supervisor Morey, seconded by Councilperson Smith
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Town Board does hereby approve the 2014 contract with the Country Acres Pet Services for the purpose of dog control in the Town of Groton at a fee of \$18,600.00 (\$1550.00 per month).

RESOLUTION #14-004 - AUTHORIZATION TO PARTICIPATE IN COOPERATIVE PURCHASING OF HIGHWAY SERVICES WITH TOMPKINS COUNTY

MOVED by Supervisor Morey, seconded by Councilperson Gamel.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Town of Groton be hereby authorized to participate with Tompkins County in the cooperative purchasing of various highway services.

RESOLUTION #14-005 - AUTHORIZE HIGHWAY SUPERINTENDENT TO PURCHASE ON STATE BID

MOVED by Supervisor Morey, seconded by Councilperson Clark
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Groton Town Board does hereby authorize the Highway Superintendent to purchase oil and related products from State Contract Bids as appropriate.

RESOLUTION #14-006 - APPROVE FIRE AND AMBULANCE PROTECTION CONTRACTS

MOVED by Supervisor Morey, seconded by Councilperson Sovocool
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Town Board does hereby approve the 2014 Fire and Ambulance contracts with the Village of Groton Fire Department and Fire Protection with the McLean Fire Department.

RESOLUTION #14-007 – APPROVE 2014 MUNICIPAL DRUG AND ALCOHOL TESTING

MOVED by Supervisor Morey, seconded by Councilperson Gamel
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

RESOLVED, that the Town Board does hereby approve Energetix as Third Party Administrator for the 2014 Municipal Agreement Renewal for the Drug and Alcohol Testing.

This concluded the 2014 Organizational Items.

MOVED by Councilperson Gamel, seconded by Councilperson Sovocool, to approve the minutes of the December 10, 2013 meeting and Public Hearing as presented.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

Claim Numbers 341-364 of the **2013 General Fund** in the amount of \$12,313.04 were presented for audit.

MOVED by Councilperson Sovocool, seconded by Councilperson Gamel, to approve the 2013 General Bills for payment.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

Claim Numbers 1-20 of the **2014 General Fund** in the amount of \$290,332.91 were presented for audit.

MOVED by Councilperson Clark, seconded by Councilperson Gamel, to approve the 2014 General Bills for payment.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

Claim Numbers 204-224 of the **2013 Highway Fund** in the amount of \$70,028.38 were presented for audit.

MOVED by Councilperson Gamel, seconded by Councilperson Sovocool, to approve the 2013 Highway Bills for payment.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

Claim Numbers 1-8 of the **2014 Highway Fund** in the amount of \$119,072.43 were presented for audit.

MOVED by Councilperson Sovocool, seconded by Councilperson Smith, to approve the 2014 Highway Bills for payment.
Ayes - Sovocool, Smith, Gamel, Clark, Morey.

Monthly Reports:

Charles Rankin, Bookkeeper - Submitted monthly reports for the Board's review.

Gary Coats, Code/Fire Enforcement Officer - Submitted monthly and annual reports for the Board's review. 2013 was probably the most productive year since I've been here. Complaints were way down and building permits were way up. I see no reason why that won't continue.

Richard C. Case, Jr., Highway Superintendent - Was not present.

April L. Scheffler, RMC, Town Clerk/Tax Collector - Submitted monthly and annual Town Clerk's report, monthly Tax Collector's report and Country Acres Pet Services report. Gave Board resolutions that will be addressed at the Annual Association of Towns Meeting and a packet from the Assessment Department explaining the property tax cycle. We have the DEC program up and it is not as easy as we thought it would be as it is not compatible with current web browsers. I have the Human Services contract that needs to be approved.

RESOLUTION #14-008 - APPROVE 2014 AGREEMENT WITH HUMAN SERVICES COALITION

MOVED by Supervisor Morey, seconded by Councilman Gamel
Ayes - Sovocool, Smith, Gamel, Clark, Morey

RESOLVED, that the Town Board hereby approves the 2014 agreement between the Human Services Coalition and the Town of Groton.

Fran Casullo, Attorney for the Town - Had nothing to report.

John Norman & A.D. Dawson, Town Justices - Were not present, but had submitted monthly and annual reports for the Board's review.

Councilperson Smith, Representative to Joint Youth Program - The youth wrestling tournament was well attended by Lansing, Owego, Trumansburg and Groton. Girls' youth basketball has low numbers, but the boys' teams are full. There's been some sportsmanship issues so they had to have a meeting with parents. Winterfest is Saturday, February 8th at the Elementary School, so we're hoping for some snow for that event. They're still lining up performers and may have a Red Cross blood drive. There will be a chainsaw artist, food booth, bake sale, bounce house, obstacle course, toboggan competition.

Brian Robison, County Legislator - Said that with three new members, they were also just getting organized and appointing committees. They are working on the temporary bridge in Groton City and should be close to getting open. (Councilperson Clark interjects that it will be Thursday.) This year is slated for a study to decide whether to put a permanent bridge back in or not and there will probably be a public hearing at some point. He assured the Board that the County Highway Superintendent is not in the business of closing if he can help it.

Privilege of the Floor:

Faith Tyler - Had written to Senator Seward about the playground at the Memorial Park and is hoping that Councilperson Smith could help the Village out with the playground problem.

No one else wished to speak.

Rosemarie Tucker, Town Historian - Submitted her annual report for the Board's review. She has sent it to the Tompkins County Historian who will forward the reports of all Historians within the County to the Legislators and has sent a copy to the New York State Historian. She is back in her office and available to help anyone who needs it. She is very grateful for the continued support of the Board.

Supervisor Morey set a **Work Session** for Tuesday, January 28, 2014 at 6:00 pm.

Supervisor Morey asked for a consensus for Steve Foote and Richard Gamel to represent the Town on a committee in conjunction with the Village of Groton to put a survey out on the ambulance service. Consensus of the Board was that this would be okay.

RESOLUTION #14-009 - REVISIT PROPOSE MORATORIUM ON HYDROFRACKING

MOVED by Councilperson Smith, seconded by Supervisor Morey

Ayes - Sovocool, Smith, Morey

Nays - Gamel, Clark

RESOLVED, that the Town Board shall revisit the proposed six-month moratorium on hydrofracking in the Town of Groton.

Joe Graham - Said that ever since a new payroll program was instituted, his deferred compensation account has not been correct. He had brought it to the Bookkeeper's attention on a couple of occasions. The last thing he had been told was that a programmer would have to come in and it would cost money.

Supervisor Morey asked the Bookkeeper if he could have someone come in to do it.

Charles Rankin, Bookkeeper - Didn't know. He said that the person at Williamson Law has interpreted the law in this way and this is the way they have set it up for every single program. She may just say no, this is the way we do it across the board and just not do it. So, our choice will be to either live with it or go get some other software.

Joe Graham - I don't believe that for a second. If that's the case, we've been doing it wrong for seventeen years. Cornell University does this without a problem, so I don't understand why we can't get this fixed.

Supervisor Morey asked the Bookkeeper to contact the person at Williamson Law and Mr. Rankin said that he is dealing with some other issues concerning the W-2 forms and will call the person the next day and say this the way the Town wants it.

Joe Graham - I'd just like to say, when it does get straightened out, I have the figures of what has not gone into my retirement account and it can come out of one check, but I would like that to be retro from the time this problem started.

Announcements:

- Planning Board, January 16 at 7:30 pm
- Zoning Board of Appeals, January 29 at 7:00 pm
- Winterfest, February 8
- Next Board Meeting, February 11 at 7:30 pm

There being no further business, Councilman Smith moved to adjourn, seconded by Councilman Sovocool, at PM. Unanimous.

April L. Scheffler, RMC
Town Clerk