

Ruth Groff
Supervisor Report
June 2026

My job envelops all aspects of town business, engaging with taxpayers, overseeing day-to-day administration, meetings with external organizations and internal committees, personnel issues, and coordinating the Town Board meeting agenda with the Town Clerks.

I continued to oversee the Planning Department, relying on the professional input from MRB Group and current staff, until June 8, when Nathaniel Rogers assumed the role of Director of Planning.

In coordination with Colliers Engineering & Design, I continue to fulfill certain grant requirements for the Zoning Update grant from the New York Department of State.

I have been a member of the negotiating team for the Yellow Barn Solar (YBS) project, with guidance from Matt Eldred at the law firm of Harter, Secrest, & Emery. Matt has a state-wide reputation of being one of the best attorneys specializing in energy. Together with Joseph Wetmore and the Mayor of the Village of Groton, we are in the final stretch of the process with YBS and the New York State Office of Renewable Energy Sitings (ORES), but there have been no updates since last month.

May 19, 10:30 AM: NYSEG Ithaca Division Community Leaders Meeting

- Meeting was led by NYSEG and Rochester Gas & Electric (RG&E) CEO, Trish Nilsen. She briefed the stakeholders on various business updates occurring in the Company's Ithaca Division service area. The question was asked about any increase in rates due to data centers in the state, but we were told that those would not affect our rates. I have the information packet in my office, if anyone cares to see it.

May 19, 1:00 PM: Ithaca Tompkins County Transportation Council Joint Policy/Planning Committee Meeting

- Nathaniel joined me in attending this meeting at Transit Center, 737 Willow Ave., Ithaca. Agenda items, primarily administrative in nature, included TIP (Transportation Improvement Program) project amendments and other project updates. The interactive Transportation Construction Project Map, which is an interactive GIS online map that identifies roadway construction sites around the county for current year data only. The map is a pilot, so they are asking for feedback from members and the public. The link to the map: <https://www.tompkinscountyny.gov/All-Departments/Ithaca-Tompkins-County-Transportation-Council/Tompkins-County-Interactive-Transportation-Project-Map-2026>

May 20, 10:00 AM: Code Revision Committee

- The committee began discussions on the creation of a Noise Law for Lansing. Guy Krogh had prepared a standard template for the committee to use as a starting point for these discussions.

May 20, 3:30 PM: Zoning Advisory Committee

- The consultants updated the committee on the results so far from the community survey. After that, we had just started another discussion when the meeting was cut short by a fire alarm. There was no fire, just a false alarm.

May 21, 10:00 AM: Monthly Construction Manager Update

- Monthly review of the Department of Public Works (DPW) project with the Construction Manager from LeChase Construction Services. The project is still under budget and within a week or two of schedule.

May 26, 8:00 AM: Personnel Management Committee

- Issues discussed: Clothing Allowance policy; staffing updates; Social Media policy; and the role of the Personnel Management Committee.

June 2, 10:00 AM: Monthly Check-in Meeting with Representative from the State's Smart Growth Program

- Joseph Wetmore and I, along with consultants from Colliers Engineering, met with Allison Bodine, Revitalization Specialist with New York Department of State, for a monthly check-in meeting as a requirement of the Smart Growth grant under which the Zoning Update Project is funded. The consultants from Colliers mostly updated Allison on the community survey, meeting with the committee last month, and expectations for future meetings and actions.

June 2, 2:00 PM and 3:15 PM: Interviews with candidates for Director of Planning

- The interview committee, consisting of me, Judy Drake, Mary Ellen Albrecht, Dean Shea, and Shaun Logue (MRB Group), interviewed two candidates for the position of Director of Planning. The committee agreed to offer the position to Nathaniel Rogers, the current Planner for the Town of Lansing. We have already placed a job posting for the Planner position to replace Nathaniel.

June 4, 1:00 PM: Kickoff Meeting with Principals from Delaney for Fee Rate Update Project

- Nathaniel Rogers, Scott Russell, Heather Dries, and I met with Joe and Mary Delaney to get an understanding of the information they need from us regarding pay rates, hours spent on certain tasks, and answering questions about the processes within the Codes and Planning department.

June 4, 3:45 PM: Bolton Point (BP) Budget and Finance Committee

- The financials were consistent with prior year at the same time with no remarkable activity.

June 4, 4:00 PM: Bolton Point (BP) Commissioners Meeting

- The Commissioners approved the May minutes, then heard reports from the Production Manager, Distribution Manager, Finance Manager, Human Resources Manager, and General Manager. The Production and Distribution Managers shared lists of current projects: Lead and copper sampling, lead service line replacements, water main replacements, etc. The General Manager told of events that he and/or his staff participated in, as well as upcoming professional events that BP attends or participates in.

June 9, 8:00 AM: Meeting with Directors of Department of Public Works (DPW) and Parks and Recreation

- Mary Ellen Albrecht, Judy Drake, and I met with Mike Moseley and Patrick Tyrrell to discuss the newly created position of Maintenance Supervisor. We discussed the lessons learned from the previous employee in that position and we worked out such details as hours of work, reporting responsibilities, communication, etc.

June 9, 1:00 PM: Water, Sewer, and Stormwater Committee (WSSC)

- The monthly WSSC meeting was attended by Mike Moseley, Guy Krogh, David Herrick, Greg Weatherby (Bolton Point), and me. Topics discussed: Sewer District 1 revisions that were received from the Young's engineer; update on Farrell Road pump station generator; update on Brickyard Road and Buck Road water main replacement; and a resident's outside user application.

June 12 and June 15: Interviews with candidates for Administrative Assistant for Codes

- We interviewed six candidates for the newly created Administrative Assistant position in the Planning and Code Enforcement Department.