

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
JUNE 12, 2019

Present: Supervisor Evera Sue Clary; Town Council: Harold Gilchrest; Marcus Blanck; Bruce Ferguson; Howard Law; Town Clerk-Pat Gilchrist; Clerk to Supervisor-Kathy Chambers

Others Present: Travis Keys-Highway; Eric Rogers-Water Dep't.; Al Cormier-Deputy Historian; Maurice Patrick- Planning Board; Kimberly Erbe-Planning Board Clerk & Library; Wendy Bordwell-Georgi; Janice Quartararo-Courthouse; Judy Flagg-Historian; Rebecca Brown- Water Clerk; Tina Fleming-Flood Mitigation;

Absent: Bob Graham-Fire Chief (report provided); DCO-Nancy Quell

Public Present: Cathy McKeighan; Joe Wever; Dottie Schneider; Brenda J. Levey; Anita Witten; Julie Northshield-Salem Central School; Carol McPhee-Salem Central School; Art Hempel; Cynthia Weinrich; Margaret Clayton; Cait Johnston-Journal Press

6:00 p.m.-Review Warrants #6 & Abstract #6 of 2019 for payment

7:00 p.m.-Regular monthly meeting called to order by Supervisor E. Sue Clary, followed by Pledge of Allegiance & Opening of Public Hearing on Local Law #3 of 2019, amending the Town of Salem Site Plan Law to remove the \$25.00 fee. Article III S 3.040 "Required Fee" is hereby amended to read "An application for site plan review shall be accompanied by a fee to be set by the Town Board. The fee will be reviewed each year at the time of approval of the budget for the next fiscal year and adjusted as appropriate after vote of the Town Board". Proper procedure was followed regarding comments to the Local Law & there being no response/discussion from the public, a **motion was made by** Councilman Harold Gilchrest, seconded by Councilman Marcus Blanck, to close the Public Hearing on Local Law #3 of 2019; passed unanimously 5-0 by the following Board members: Harold Gilchrest; Marcus Blanck; Bruce Ferguson; Howard Law; Supervisor Evera Sue Clary.

Resolution #48-Motion made by Councilman Marcus Blanck, seconded by Councilman Howard Law, to pass Local Law #3 of 2019, amending the Town of Salem Site Plan Law to remove the \$25.00 fee as stated in Local Law #1 of 2003, filed with the NYS Dep't. of State on September 18, 2003. Passed unanimously 5-0 by the following Board members: Marcus Blanck; Howard Law; Harold Gilchrest; Bruce Ferguson; Supervisor Evera Sue Clay.

Approval of Minutes-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, to approve the following minutes: 02/25/2019 special mtg., 03/13/2019 regular monthly board mtg., 03/20/2019 special mtg. & 05/08/2019 regular monthly board mtg.; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Harold Gilchrest; Bruce Ferguson; Supervisor Evera Sue Clary

Resolution #33 from the April 10, 2019 minutes will need to be rescinded--a line item needs to be created in the 2019 budget for this, as well as a special position added; part-time employees do not make \$20.00/hr. **Motion made by** Councilman Howard Law, seconded by Councilman Marcus Blanck, to rescind **Resolution #33** as entered in the April 10, 2019 minutes; passed 4-0 by the following Board members: Howard Law; Marcus Blanck; Bruce Ferguson; Supervisor Evera Sue Clary (Harold Gilchrest was absent from the April 10, 2019 mtg.)

Motion made by Councilman Marcus Blanck, seconded by Councilman Howard Law to approve the April 10, 2019 minutes with the correction noted on the last page rescinding Resolution #33; passed 4-0 by the following Board members: Marcus Blanck; Howard Law; Bruce Ferguson; Supervisor Evera Sue Clary (Harold Gilchrest was absent from the April 10, 2019 mtg.)

Approval of Warrants #6 & Abstract #6 for Payment: **Motion made by** Councilman Harold Gilchrest, seconded by Councilman Marcus Blanck, to sign/approve **Warrants #6 & Abstract #6 of 2019** as presented for payment; passed unanimously 5-0 by the following Board members: Harold Gilchrest; Marcus Blanck; Howard Law; Bruce Ferguson; Supervisor Evera Sue Clary

Approval of Supervisor's Reports-Motion made by Councilman Marcus Blanck, seconded by Councilman Harold Gilchrest to approve Supervisor's Reports from February, March, April & May of 2019; passed unani-

mously 5-0 by the following Board members: Marcus Blanck; Harold Gilchrest; Howard Law; Bruce Ferguson; Evera Sue Clary

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Salem Central School Guests Julie Northshield & Carol McPhee were in attendance at the meeting at the request of Supervisor Clary, who presented a Proclamation to them for Salem Central School for the Service Day the school sponsored on May 22, 2019; there were over 200 students working throughout the Salem/Shushan communities that day doing various projects (painting chairs; weed-whacking; working in the Gazebo on Main Street; gardening at the Georgi; mapping walking trails; working at the Courthouse; working at individual residents homes). Their work was very much appreciated by the Town of Salem & many comments were received from residents about how helpful the students all were. National Honor Society purchased t-shirt for all students & teachers involved w/the program. **THANK YOU TEACHERS & STUDENTS OF SALEM CENTRAL SCHOOL FOR ALL YOUR HARD WORK!!**

Salem Fire Dep't.-Chief Bob Graham absent- provided report: **8 calls for May, 2019:** 5-Salem (1-EMS assist; 1-ATV accident; 1-4-wheeler fire; 2-MVS's); 3-Mutual Aid Calls: 1-Hebron (carbon monoxide call); 2-Rupert (stand-bys)

Training-driver training; vehicle extrication; monthly air pack, ladder & multi gas meter check

Meetings-Fire Dep't. monthly mtg.; Chief & Officer's Mtg.; Best Practices-Model Program

Fund Raising-Mother's Day Breakfast; Memorial Day chicken bar-b-que. There will be a Father's Day Breakfast on June 16 from 7-11 a.m.; annual Carnival will be held @ the carnival grounds 07/11, 12 & 13/2019.

Total Hours for the year-3,012 report will be filed

Joe Wever appeared before the Board explaining that he needs Board approval to work w/Time-Warner Cable/Spectrum/Roadrunner to obtain passwords for e-mails for the Fire Dep't. master acc't. & the Court (Al's no longer needed); no one knows what they were to access information needed. **Motion made by** Councilman Marcus Blanck, seconded by Councilman Howard Law, giving permission from the Salem Town Board to work w/Spectrum to get passwords for the master accounts for Fire Dep't. & whatever else needs straightening out; passed unanimously 5-0 by the following Board members: Marcus Blanck; Howard Law; Bruce Ferguson; Harold Gilchrest; Supervisor Evera Sue Clary

Water Department-Eric Rogers reported 315 meters in svc.; regular upkeep/maintenance performed; eye wash/fire extinguisher checks done. Flushing dead-end fire hydrants to keep water moving; had to put in valve risers & also fix a couple of cub stops/highway paving. Took monthly water sample as required by D.O.H; met the bacteriological requirements for a public water supply per NYS Sanitary Code under Public Health Law 225. Changed a couple more 'no read' meter heads & hope to do more on rainy days. Year-end meter read done; working on cleaning & operating the main valves around the system (yearly upkeep Eric performs); all valves have been operating. All fire hydrants are currently in service (#37 repaired & back in service); office door at the water barn needs replacing; performed flow tests on well #1 & #2 (before & after cleaning) to do a comparison. Well #3 will need cleaning next year (2020); a thank-you to all the residents who have been mowing around the hydrants! Report will be filed.

Woody Hill Farms-Water hook-up-waiting on Attorney Alan Wrigley & Clough-Harbour Engineering.

Service Connection-by tanks on West Broadway for Salem Sports ball fields & couple of areas for SAW (new bldg. w/toilets & bath houses) \$350 processing fee for paperwork.

Highway Dep't. -Travis Keys reported '07 truck is at Northern for some work the highway dep't. could not do or did not have time to do. Oil leak on the grader was the transmission cooler; they put it back together while the new cooler is being built; parts ordered & should be in the end of next week. Grading dirt roads as the rain allows. Ron Jameson is making winter sand; gravel is done. New grad-all is working great; have been putting in culverts on dirt roads & will be starting on culverts on the black tops as soon as school is out. Former area of Village has been swept; done 6 tons of pot hole patching; helped the school with their service-learning project & picked up yard waste that they cleaned up around the former Village. Art Hempel has said he would mow the "Welcome to Salem" signs for \$200 for the season, money to be taken from H'Way budget. **Motion**

made by Councilman Harold Gilchrest, seconded by Marcus Blanck, approving the \$200 for Art Hempel to mow all the “Welcome to Salem” signs; passed unanimously by the following Board members: Harold Gilchrest; Marcus Blanck; Howard Law; Bruce Ferguson; Supervisor Evera Sue Clary

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Landfill-Kevin Baylor will brush-hog the landfill for \$500-\$600 as he has been doing.

Paving is done; waiting for Kingsbury to come over & put shoulders on the new black tops.

Monthly report for month of May, 2019 provided & will be filed.

Georgi-Wendy Bordwell thanked all the Salem students for all their hard work @ Georgi Park during the school’s community service day. The Georgi hosted a Chamber Mixer & Fort Ann Senior Citizen Group.

Mettawee River Theatre will present on 07/30 @ 7 p.m. in the park. Free, but donations accepted.

Washington County Band-will perform in the Park on August 1st @ 7:00 p.m. w/ice cream sundaes being served!

Greenway Grant-Signs are up for the Georgi & the Battenkill Corridor; this was accomplished in partnership w/ the Battenkill Conservancy & Lorraine Ballard.

Mitsubishi Heating/Cooling System-This system would greatly help w/the humidity & heating issues & should run for under \$100/month. Cost of system approximately \$11,000 but spending a lot of money currently on climate control (heating & cooling). Some of the Board members asked where the money was supposed to come from for the system; Wendy replied that she hoped it would come from the 5% increase in funding from the Georgi Trust money. She prefers to obtain RFP’s (at least three quotes) for this project but the Board felt the project should be put out to bid first & see what comes in; they can then decide to accept/reject any & all bids & go on from there. **Motion made by** Councilman Harold Gilchrest, seconded by Councilman Bruce Ferguson, to go out to bid for the Mitsubishi Heating/Cooling System & see what comes in. Passed unanimously by the following Board members: Harold Gilchrest; Bruce Ferguson; Marcus Blanck; Howard Law; Supervisor Evera Sue Clary

Art Hempel will install a larger de-humidifier in the crawl space; this should help some in the meantime.

Art also advised that the gutters were all installed but that the one across the front by the steps were cut wrong. The Community Room roof is also in disrepair--the rain is splashing against the building on the outside by the bathrooms & drainage is an issue. Cost of replacing the shingled roof would be about \$4,800—the roof was completed originally using a ‘bad batch of shingles’ manufactured by Owens-Corning & purchased from Wiley Brothers. Councilman Law informed the Board that he knew of other instances where Wiley Brothers has replaced shingles in other instances; Councilman Gilchrest will contact Wiley Brothers to see what can be done.

Resolution #49-Motion made by Councilman Bruce Ferguson, seconded by Councilman Howard Law, allowing Co-Ordinator Bordwell to apply to the Glens Falls Foundation for a grant in support of the purchase/installa-

tion of the Mitsubishi heat pump heating/cooling system; passed unanimously 5-0 by the following Board members: Bruce Ferguson; Howard Law; Harold Gilchrest; Marcus Blanck; Supervisor Evera Sue Clary

Mayflower Venues-Wendy also asked the Board for permission to join this venue, who basically acts as a ‘Booking Agent’ for venue events at the Georgi. \$1,494 would be coming back to the Georgi, which is over & above the current price for out-of-towners. Supervisor Clary asked about liability insurance, figuring Mayflower would certainly be covered; Wendy will check with Mayflower regarding insurance; matter table until she hears back about this matter. In any event, Wendy still wants to keep Eventective.com & Weddingwire.com.

Personnel Help-Motion made by Councilman Bruce Ferguson, seconded by Councilman Howard Law, to put a ‘Help Wanted’ ad in the Journal Press for help with events, etc. Wendy will get Clerk Gilchrist what she needs to accomplish the same; passed unanimously 5-0 by the following Board members: Bruce Ferguson; Howard Law; Harold Gilchrest; Marcus Blanck; Supervisor Evera Sue Clary

Surrogate’s Court-Attorney Wrigley has made a presentation to the Washington County Surrogate’s Court & he should hear something by the end of July from the Court.

Georgi Trust-Councilman Gilchrest informed the Board that he called the investment people & the annual

payment is July 15th or thereabout (the final annual payment). Beginning next year, the annual pay-out will be divided into four (4) quarterly installments.

Fallen Tree-A tree fell from the Georgi side of bank into the Battenkill, by the Shushan Fire Dep't. access; this will need to be removed.

Courthouse-Janice Quartararo reported that the bids rec'd. for the first-floor window replacement were reviewed; Paul Kobyluch was awarded the bid-this work should be completed by September of 2019; storms will

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be put on the windows. Certificate of Insurance will be provided to the Town of Salem.

150th Anniversary Celebration-is on-going. Janice reached out to the great-great granddaughter of James Gibson, who is currently in her 90's.

Al Fresco Dinner-will be held on the Courthouse grounds 07/27/2019; tickets currently on sale. Get yours soon!

Battle of the Bands-fundraiser will be held @ R. S. Taylor Brewery on 06/22/2019 from 5-9 p.m. Cost is \$10/ticket; Iris Rogers got this going! Car pool if possible, please!

Front Porch Forum-Community Calendar project; need 50 people to sign up; it's free! Original cost is usually \$5,000! Herb & Janice are doing this.

Lunch, Learn n Play-Coming along great! 150 applications are already in. Kindergarten is full; 5th & 6th grades almost full. About \$10,000 more needed in funding, which is normal at this time.

Historian- Historian Judy Flagg reported that an article had been put in the paper by Al Cormier, former Historian, regarding the Records Management Program & grant. The Historic Preservation Committee will meet on Monday, June 17th, 2019, @ 4 p.m., w/Linda Mackey attending. There will be a re-dedication of the Cleo Monument in Gettysburg, PA, honoring the 123rd Regiment, in Sep't. of 2020; she now has her nose repaired & a new stylus has been done. The Trustees of Bancroft Library had a meeting w/Waite Architectural Assoc. on May 23rd, 2019. Mowing in the Revolutionary War Cemetery has not been done enough--too high & looking shabby. H'Way Sup't. Keys has reached out to the mowing provider & it should be mowed in the coming week. There was some confusion as to how many times the mowing was to be done.

Planning Board-Chairman Patrick reported that there was a building permit issued last November & the work is finally getting started now. Clerk Kim Erbe reported that there have been no fee raises for Site Plan since 2003 when the fee was raised from \$10 to the current \$25. The recommendation is \$75 for the Site Plan Application. Recommendations for Subdivision: Minor Subdivision--from \$35 flat fee to Application Fee of \$100, plus \$25/lot; Major Subdivision-Application fee of \$200, plus \$50/lot; Boundary Line Adjustments-Application fee of \$100; Zoning-Impose fee for Special Use Permits-\$50

Motion made by Councilman Howard Law, seconded by Councilman Harold Gilchrest, to accept the new fees suggested by the Planning Board for Minor & Major Subdivisions, Boundary Line Adjustments & Zoning (for Special Use Permits) as stated above; passed unanimously 5-0 by the following Board Members: Howard Law; Harold Gilchrest; Marcus Blanck; Bruce Ferguson; Supervisor Evera Sue Clary. Clerk Gilchrist consulted w/Town Attorney Wrigley & Site Plan fees cannot be changed at this time but must be done at budget time, as the newly adopted Local Law states; it will become law when filed by the NYS Department of State, which Attorney Wrigley is taking care of.

LRCC-1-A bullet need to be added to the LRCC-1 (Wash. Co. Code Enforcement Building Permit Application) for Salem; Kimberly Erbe, Planning Board Clerk, will add the same & send to Washington County Code Enforcement.

DCO-Inspection of shelter by NYS was again unsatisfactory--re-inspection will be done again. Regarding the dogs that are being housed by the DCO, they are considered evidence & the Town must pay the 15-day limit.

Supervisor's Report-Supervisor Clary reported that she spoke in front of the NYS Assembly last week regarding Rural Health Care; 29 speakers were present, including Mark Spezio from the Cambridge Rescue Squad.

OLD BUSINESS

NYS Retirement/Standard Work Day Resolution-Resolution #50-Motion made by Councilman Harold Gilchrest, seconded by Councilman Howard Law, to post the Standard Work Day & Reporting Resolution for Elected & Appointed Officials, as required by the Office of the State Comptroller, NYS & Local Retirement System, for H'Way Sup't. Travis Keys, as NYS required it be done again. This will be posted in the Town Office for thirty (30) days, as required, after Clerk Gilchrist certifies the form; passed unanimously 5-0 by the following Board members: Harold Gilchrest; Howard Law; Bruce Ferguson; Marcus Blanck; Supervisor Evera Sue Clary

Justice Court Grant-Funds from the \$17,000 grant were used to extend the Court Clerk's area off the Judge's bench. Funds not utilized will have to be returned to NYS.

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Minutes

Resolution #51-Motion made by Councilman Harold Gilchrest, seconded by Councilman Marcus Blanck, for a transfer as follows:

A2701-Refund of Prior Yrs. Expenditures	\$ 12,671.00	
A690-Overpayments/Clearing		\$ 12,671.00

Passed unanimously 5-0 by the following Board members: Harold Gilchrest; Marcus Blanck; Bruce Ferguson; Howard Law; Supervisor Evera Sue Clary

Resolution #52-Motion made by Councilman Marcus Blanck, seconded by Councilman Howard Law, for a budget increase as follows:

A2701-Refund of Prior Yrs. Expenditures	\$ 4,925.00	
A1110.4-Justice/Contractual		\$ 4,925.00

Passed unanimously 5-0 by the following Board members: Marcus Blanck; Howard Law; Harold Gilchrest; Bruce Ferguson; Supervisor Evera Sue Clary

Resolution #53-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, to accept the changes to the Compensation page of 2019 Budget per Clerk to Supervisor, Kathy Chambers. Passed unani-

mously 5-0 by the following Board members: Howard Law; Marcus Blanck; Bruce Ferguson; Harold Gilchrest; Supervisor Evera Sue Clary

Election Polling Sites-District #2 will be in the Community Room on the Georgi grounds as it has always been. The Salem Volunteer Fire Department was asked to re-consider using the fire house as a Polling Site for Districts #1 & #3 by Howard Law, who attended a meeting of the Fire Dep't. as a resident of the Town of Salem--**nothing to do w/the Town Board**. Brenda Levy was in attendance at that meeting, also encouraging the Salem Fire Dep't. to reconsider its decision to use the new fire house as a polling site. The Washington County Board of Elections was informed by the Salem Volunteer Fire Dep't. of its decision to allow the fire house to be used as a polling site & the location was ok'd for Districts #1 & #3 to use the new fire house as their polling site. **Motion made by Councilman Howard Law**, seconded by Councilman Bruce Ferguson, endorsing the Salem Volunteer Fire Department's new fire house as a polling site for Districts #1 & #3 of the Town of Salem & sending a thank-you to the Fire Dep't. for reconsidering their prior decision & granting permission for voting to be held at their new fire house. Also, a thank-you will be sent to the Salem Courthouse for allowing that building to be used as a polling site for Districts #1 & #3 for so many years for the Town of Salem; passed unanimously by the following Board members: Howard Law; Bruce Ferguson; Harold Gilchrest; Marcus Blanck; Supervisor Evera Sue Clary

NEW BUSINESS

Art n Plow Fest 2019 Fourth of July Parade-Remember to attend this year's event, sponsored by the Salem Area Chamber of Commerce, bigger & better than last year! Parade will begin @ 5 p.m.; vendors will be set up by 4 p.m. in the green across from the Salem Tavern. Liability Insurance Certificate will be provided by the Chamber.

NYCLASS-Supervisor Clary informed the Board that the County is looking into this--it's a liquid account but doesn't know about maintain balances, etc. **Motion made by** Councilman Harold Gilcrest, seconded by Council

Man Marcus Blanck, authorizing Supervisor Evera Sue Clary to check out NYCLASS; passed unanimously 5-0 by the following Board members: Harold Gilcrest; Marucs Blanck; Howard Law; Bruce Ferguson; Supervisor Evera Sue Clary

Resolution #54-Motion made by Councilman Howard Law, seconded by Councilman Harold Gilcrest, to renew the BAN on the Wheel Loader for \$28,5780--payment will be made in the amount of \$13,800 to Glens Falls National Bank & Trust Company; passed unanimously 5-0 by the following Board members: Howard Law; Harold Gilcrest; Marcus Blanck; Bruce Ferguson; Supervisor Evera Sue Clary

Crossing Guard Update-Motion made by Councilman Marcus Blanck, seconded by Councilman Harold Gilcrest to post the position in the Help Wanted section of the Journal Press; passed unanimously 5-0 by the following Board members: Marcus Blanck; Harold Gilcrest; Bruce Ferguson; Howard Law; Supervisor Evera Sue Clary (Clerk Gilchrist will check the prior posting from a few years ago & also check w/Freda Fifield)

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Insurance Research-Motion made by Councilman Marcus Blanck, seconded by Councilman Howard Law, instructing Supervisor Clary to look into other insurance companies other than NYMIR for insurance coverage, along with price quotes; Councilman Law will also call Petrasano Ins.; passed unanimously 5-0 by the following Board members: Marcus Blanck; Howard Law; Harold Gilcrest; Bruce Ferguson; Supervisor Evera Sue Clary

Summer Youth Program Transportation Grant-was rec'd. in the amount of \$1,000 from NY Office of Parks & Recreation; this will be used to defer the cost of the bus (provided by Salem Central School District).

CORRESPONDENCE

New Phone Service-Rec'd. quote from former telephone employee (and friend of Bob Wallace's, our computer guy) for a new internet phone system (new phones & the internet) at a cost of \$2,123.95. Will need to consider this for the new 2020 budget as the phone system in the office is terrible!

US Dep't. of Commerce-Informed the Town that a new census will be taken in 2020 by the Census Bureau; currently looking for workers to go door to door.

Thomas Street House-Code Enforcement did look at the house but don't know what the outcome was; currently vacant.

Salem Tennis Club-Rec'd. letter from Paul Maille; he would like the Town to do a link on the Town's website for the Salem Tennis Club.

PUBLIC COMMENT-None

Resolution #55-Motion made by Councilman Harold Gilcrest, seconded by Councilman Marcus Blanck, to enter into an Agreement with Washington County Department of Public Works to mow 5.49 centerline miles of County Highway on County Route 153 in the Town of Salem, for the period from June 1, 2019 -to- November 1, 2019, @ a cost of \$269.56/centerline mile, for a total payment of \$1,479.56. Payment will be made in full following the completion of the second cutting & approved by the County Superintendent of Public Works (beginning August 1, 2019 & completed no later than September 15, 2019). Passed unanimously 5-0 by the following Board members: Harold Gilcrest; Marcus Blanck; Bruce Ferguson; Howard Law; Supervisor Evera Sue Clary

Highway Sup't. Travis Keys & the Board would like to send a card from the Town of Salem to Phil Spezio on the recent passing of his father.

Motion to Adjourn-Motion made by Councilman Marcus Blanck, seconded by Councilman Harold Gilcrest, to adjourn the regular monthly meeting of the Salem Town Board; passed unanimously 5-0 by the following

Board members: Marcus Blanck; Harold Gilcrest; Howard Law; Bruce Ferguson; Supervisor Evera Sue Clary;
meeting adjourned @ 9:30 p.m.

Regular Monthly Meeting-The next regular monthly meeting of the Salem Town Board will be July 10, 2019, at the Town Office, review of Warrants #7 & Abstract #7for payment will begin @ 6:00 p.m., regular meeting will be called to order @ 7:00 p.m.

Respectfully Submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem