

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
APRIL 10, 2019

Present: Supervisor Evera Sue Clary; Town Council: Marcus Blanck; Bruce Ferguson; Howard Law; Town Clerk-Pat Gilchrist

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

Absent: Harold Gilchrest-Councilman; Kathleen Chambers-Clerk to Supervisor; Janice Quartararo-Courthouse; DCO-Nancy Quell

Public Present: Cathy McKeighan; Mike Miller; Ted Wilson; Jessica Roesel; Brenda Levey; Art Hempel; Caitlin Johnston-Journal Press

6:00 p.m.-Review Warrants #4 & Abstract #4 of 2019 for payment

7:00 p.m.-Regular monthly meeting called to order by Supervisor E. Sue Clary, followed by Pledge of Allegiance

Approval of Minutes from 02/25/2019 special mtg., 03/13/2019 regular monthly board mtg. & 03/20/2019 special mtg. will all be done together when received.

Approval of Warrants #4 & Abstract #4 for Payment: Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, to sign/approve **Warrants #4 & Abstract # of 2019** as presented for payment; passed 4-0 by the following Board members: Marcus Blanck; Howard Law; Bruce Ferguson; Supervisor Evera Sue Clary (Councilman Gilchrest absent)

Salem Fire Dep't.-Chief Bob Graham reported **7 calls for March, 2019:** 6-Salem (1-priority one echo; 1-service call; 1-alarm activation; 1-MVA; 1-good intent call; 1-tree w/lines down); Mutual Aid Calls: 1-Cambridge (stand-by)

Training-monthly air pack; multi-gas meter & ladder check; ropes & knots; driver training

Meetings-Fire Dep't. monthly mtg.; Chiefs & Officers in Hartford; Officers & Board of Directors for Salem

Total Hours for the year-1,925; report will be filed

Water Department-Eric Rogers reported 315 meters in svc.; regular upkeep/maintenance performed; did 1st quarter iron & manganese testing; eye wash/fire extinguisher checks done; did monthly meter read. Issue w/brown water at one of the businesses--meter & transmitter will be replaced to see if a better read on usage could be accomplished; also installing a flush line to see if that would help w/iron & manganese issue if this was done. Car hit hydrant #37 near school on March 23rd; Eric talked to driver's insurance company to obtain contact info & case number. It looks like the hydrant will need replacing at a cost of approximately \$3,000 for the hydrant alone; Mark Rogers will help with this when the time comes. Quote obtained for total amount will be around \$10,000. All hydrants in service except #37. 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. Hope to be doing well cleaning on well #1 & #2 soon. Big thank-you to all who cleaned around the hydrants during the winter months. Eric & Travis will be going to water school in Saratoga on April 17th; good way to receive add'l. education (CEU). Eric rec'd. renewal of his water operator's certificate; has to be done every three (3) years to keep up-to-date so he is good for the next three (3) years. Report will be filed.

Highway Dep't. -Travis Keys reported '02 truck has a broken walking beam; parts have been rec'd. & repair work has begun. Grader discharging oil in the coolant; trying to figure out where it is coming from. Hope to have paving done first part of May on East High St., Stanton/Vale, Brook Lane, both ends of Quarry Rd. Grad-all has arrived in Salem; it will be serviced to be used next week. Hoping to start screening the first week in May having talked to Ron Jameson--gravel first, then sand. Travis reported that emergency recovery money was not included in NYS budget as it now stands & neither was emissions. Most of the training w/Crossing

Guard & three (3) others has been completed.

Motion made by Councilman Bruce Ferguson, seconded by Councilman Howard Law, instructing Highway

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Sup't. Travis Keys to execute the Undertaking for the benefit of the NYS Department of Transportation in connection with work affecting state highways & also the Highway Work Permit Application for Utility Work. This Undertaking is good for twenty (20) years as it relates to the Highway Work permit. Municipalities that hold work permits allowing them to work within State highway rights-of-way are required to comply with the terms & conditions of those permits, including the provisions for the Maintenance & Protection of traffic. Passed 4-0 by the following Board members: Bruce Ferguson; Howard Law; Marcus Blanck; Supervisor Evera Sue Clary (Councilman Gilchrest absent)

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

Courthouse-Janice Quartararo absent-no report this month.

Historian-Al Cormier will be giving a talk about birding @ the Courthouse on Thursday, 04/11/2019, @ 7 p.m. Grant for Records Management is in last phase; Al & Judy hope to purchase two new computers. \$1,500 for Sickler/Murphy services was returned due to a mistake made prior on the application so this money can be used for the computer purchases. A Records Management Summary was given to the Board, summarizing the 49-page report filed with Clerk Gilchrist that includes the goals for the records management system, the mission statement, Governance (creation of a Records Advisory Committee*; develop an Active/Inactive Records Mg'mt. Policy & Procedure Handbook*; Adopt a Local Law for Town for a Records Mg'mt. Program*; develop Disaster Plan*; organizing/maintaining Record Storage Rooms; develop Access/Security Plan; develop a plan to determine what is an original document vs. a copy document; plan for transfer of inactive records to records storage rooms; develop a disposition plan for obsolete records; develop a plan designating the person (s) authorized to retrieve records just to name a few). The governance goals w/asterisks are very important in regulating the records mg'mt. system. The governance & operating manuals will require substantial work. Al proposes the Town pay the staff members involved in record keeping; money is available from the Records Management line in Town budget.

Resolution #33-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, instruct-

ing Historian Al Cormier & Deputy Historian Judy Flagg to finish up the Records Management Policy @ \$20/hr. not to exceed the \$1,000 in the Records Management budget line; passed 4-0 by the following Board members:

Howard Law; Marcus Blanck; Bruce Ferguson; Supervisor Evera Sue Clary (Councilman Gilchrest absent)

Georgi-Wendy Bordwell also advised the Board that a Records Management project was needed at the Georgi in the near future. Collections need re-organizing (i.e. paintings, gems, etc.); Mark Lawson reported the 108 decorative objects he examined, photographed & took measurements of, appearing to date from the 2nd half of the 19th century-early/mid 20th century, showed some degree of damage/loss. Two large Chinese Kesi embroidered panels were the only items of significant individual value--one depicts a hunting scene, the other scene includes musicians/other figures, having a market value in the \$1,000-\$2,000 range. The remaining 106 pieces would range from \$5-\$10 up to \$150-\$300 each. Total market value for all 106 pieces would be in the \$3,000-\$6,000 range; the market value of the total collection of 108 items would range from \$5,000-\$10,000. The major value rests w/45 pieces, which Mark put on a flash drive that includes copies of all images as well as a separate folder of the 45 higher-priced items. A small exhibit could be done w/this collection, but its only significance would be in relation to the Georgi's and their collecting; the group is not significant from any other historical/artistic perspective. The valuable paintings are still not being housed in a controlled environment; there is damage and on-going deterioration; some have environmental damage that cannot be reversed. Air conditioning and/or heat is needed in the gallery/museum area to preserve these items year-round. Long-term care/maintenance of these items is necessary now.

Resolution #34-Motion made by Councilman Marcus Blanck, seconded by Councilman Howard Law, granting permission for Wendy Bordwell to apply to the Greater Hudson Heritage Network grant program,

which would include funding for conservation, collection care & supplies; passed 4-0 by the following Board members: Marcus Blanck; Howard Law; Bruce Ferguson; Supervisor Evera Sue Clary (Councilman Gilchrest absent)

Resolution #35-Motion made by Councilman Marcus Blanck, seconded by Councilman Howard Law, granting permission for Wendy Bordwell to apply for a Humanities N.Y. Organization Planning/Development Grant; passed 4-0 by the following Board members: Marcus Blanck; Howard Law; Bruce Ferguson; Supervisor Evera

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Sue Clary (Councilman Gilchrest absent)

Greenway Grant-Battenkill Corridor sign will be installed on the Linke mill property soon--waiting on Kent Foster w/cement. County signs have been ordered; Heather Bellanca finalizing Kiosk map; Art Hempel will close in Kiosk so papers are not blowing all over the grounds. If there are any remaining funds after providers have furnished their invoices, they will be expended & the Grant project completed around June/July.

Repairs/Projects-Drain pipes/gutters need to be put back on the bldg.; water is currently going all over the deck. Patio stonework at the Museum is falling apart & dangerous; stonework in the Park is being overtaken by lawn & needs attention. Security system for Museum needs updating; NY Fire & Security runs current camera system; got a quote from them over ten months ago--would need revised estimate from them before proceeding. Entire collection in Museum needs to be catalogued, updated, documented w/new research/exhibit information. Would like an Archivist to properly establish the current collection items in proper database w/Museum-proper files--maybe a LARAC grant for 2020?

Payment Key-Currently being worked on to get the same up & running.

Driveway to Museum-Travis will check on when he gets time.

Events/Weddings-May 23rd is clean-up day with Salem Central students cleaning the Park, landscaping, gardening, planning, pruning & painting. Chamber of Commerce is considering mixer in June; Mettawee will be returning in July & Washington County Band in August (no confirmed dates yet). Sunday, 10/27, is the Georgi 30th Anniversary Celebration in the Museum--looking to Stewart's & Glens Falls Nat'l. for add'l. support due to limited LARAC resources.

Wedding Wire & Eventective are active, with noticeable increase in contacts & tours; contracts have already gone on based on these leads. Wedding Wire will be visiting sometime in June/July to do the 360 Tour filming. Web-

Site has been updated with a Wedding gallery showing professional images from previous weddings/events.

Bookings-June 17-Museum only; June 30-Comm. Room only; hold for July 27; Aug. 9 & 30 Weddings/full facility; Sep't. 21-holding; Oct. 21-Wedding/full facility

Job posting for Part-time Help- Wendy put together brief second, seasonal job posting for day-to-day maintenance at George & covering pre-wedding tasks. (Set tables/chairs as needed; relocate picnic tables; clean restrooms & Museum if needed; restock/purchase supplies; clean Museum windows as needed; move trash from Park & bldgs. & set near shed for weekly pick-up; leaf blowing, weed whacking, downed branches/pruning; set electrical unit out as needed; set wedding arch as needed; tiki torches filled & set; event signs at roadway & entry point; seasonal open & shut down of facility as to water/propane; meet w/& manage service providers as needed, like a plumber. Thank goodness for Butch & AIM but neither will be a long-term solution for Georgi needs.

Reports will be filed.

Bids for Gutters on Roof-Art Hempel got a quote from Ray Richards in Shushan for \$840 for metal seamless gutters--cost is more for color. John Liptak from Schuylerville came in at \$600 for the same thing & won't charge more for color. **Motion made by** Councilman Bruce Ferguson, seconded by Councilman Howard Law, to give the job to John Liptak from Schuylerville for \$600 (under Procurement Policy). Art will let John know & will get copies of bids to Supervisor Clary. Passed 4-0 by the following Board members: Bruce Ferguson; Howard Law; Marcus Blanck; Supervisor Evera Sue Clary (Councilman Gilchrest absent)

Planning Board-Have two applications within former Village limits--one a request for a meat processing plant

on Riley Hill, the other a religious purchase of property not zoned for such. Both will be given to Scott McNeil, Zoning Enforcement Officer, for further review. Inquiry on 700-acre solar farm in Town of Salem. Site Plan needs strict regulations/rules for solar companies so Town isn't left hanging when & if they abandon the properties. Other areas require that the companies must be bonded, the property should have screening and/or fencing. **Motion made by** Councilman Marcus Blanck, seconded by Councilman Howard Law, instructing Chairman Patrick & Clerk Kimberly Erbe to work with Town Attorney Alan Wrigley to come up w/solar regulations/rules for solar companies that want to put in solar farms, protecting the Town of Salem upon abandonment or leaving the community; passed 4-0 by the following Board members: Marcus Blanck; Howard Law; Bruce Ferguson; Supervisor Evera Sue Clary (Councilman Gilchrest absent) Meeting will be 04/18/19.

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DCO-Nothing to report

Flood Mitigation-Tina Fleming reported that Eric Rogers & Travis Keys have been invited to the May mtg. to discuss drainage issues & Alton Knapp will also attend to discuss the new flood plain maps & when they might be ready, probably in 2-5 years. Supervisor Clary reported that she now has a copy of the County's Flood Mitigation Plan.

Supervisor's Report-Supervisor Clary reported there are approximately 3,850 people to one dr. for rural health care in Wash. Co.

OLD BUSINESS

Justice Court Grant- \$17,000 rec'd. from OCA still sitting in our account to be used. The Court cannot be moved to the new Firehouse or Courthouse (no heat upstairs). Councilman Ferguson expressed he feels the best solution would be the former fire house/garage (next to the library), converting the necessary space for the Courtroom & this could be done to OCA's standards w/the \$17,000 rec'd. Supervisor Clary will check w/Justice Kevin Baylor (who will check w/his OCA person) to see if replacing the windows in the rear of the Courtroom would qualify for any of the grant money.

Review of Engineering Presentations re Sewer Project-Chazen Engineering, Laberge & Delaware Engineering all gave presentations at a meeting on 03/20/2019. Supervisor Clary hoped to move forward with another firm; Councilman Ferguson requested that Laberge be allowed to present their draft presentation at a community meeting like they had been requesting to do, then the Board could move on from there is they were not happy. **Motion made by** Councilman Bruce Ferguson, seconded by Councilman Howard Law, to set up a public presentation meeting w/Laberge to present their draft report on the sewer study. **Roll call vote:** Councilman Bruce Ferguson-Yes; Councilman Howard Law-Yes; Councilman Marcus Blanck-Yes; Supervisor Evera Sue Clary-No; passed 3-1. Councilman Ferguson will contact Laberge to set a day & time for the presentation.

Much discussion followed on the members of the sewer committee, Councilman Ferguson stating that it was his belief that no such committee had been established by the Board & members are serving w/o support of the Board. Meetings are not being advertised as they should be so the public is aware of when they are held, even though they might not be closed meetings. Supervisor Clary disagreed w/Councilman Ferguson, pointing out that she had been appointed to the original committee & thought that he also had been by former Supervisor Seth Pitts. Clerk Gilchrist reported that at a regular board meeting in July of 2017, Supervisor Pitts appointed then Councilwoman Laura Dunham, Sue Clary, Nancy Hand Higby, Dr. David Glover & Tom Tanaka to the committee but no further appointment had ever been made at an Organizational Meeting in January of 2018 or 2019. **A motion was made by** Councilman Howard Law to appoint the individuals who have been serving on the current committee (not all of those appointed by Supervisor Pitts) to continue; no second to the motion so motion failed. No sewer committee will be appointed until after the draft presentation is made to the public by Laberge.

Salem Family Health Center Update-The Health Center is open on Tuesday & Thursday w/one nurse & an office worker. Supervisor Clary had a phone conference w/G. F. Hospital & Attorney Wrigley; the hospital refuses to pay for or share in the cost of the building assessment & will not re-insert clause #13 from the former lease. Hudson Headwaters would prefer to run all G. F. Hospital's clinics in Washington County--not just

Salem.

Randy Dumas's cost to the Town of Salem for the structural inspection of the medical center will be \$250.

Stewart's Update-Demolition should be proceeding soon; the LRCC-1 was signed & forwarded after receipt of the flood certification paperwork from Alton Knapp, III.

Front Porch Forum-Offered to Town at no cost by Connie Brooks. accepted for 2019.

NEW BUSINESS

NYMIR Insurance Inspection-of all T/O/S bldgs. will be held Thursday, 04/25, @ 9:00 a.m.

Consumer Energy Solutions-Contract expires in December of 2019 @ a current price of \$0.06172; new price in January of 2020 will be \$0.06292. Sooner Town locks in, lower rate will be. Board decided to table until at least the May meeting.

Planning Board Education-Animal Regulation Issues for Local Governments-This is a webcast to be held

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Monday, 04/22/2019, 6:30-8:30 p.m. @ Washington Co. Annex 2 mtg. room; 411 Lower Main St.; Hudson Falls, NY. Information will be provided & resources available as issues are dealt with related to enacting legisla-

tion for agriculture & animal ownership as urban farming trends become more prevalent & consumers become more concerned about their food sources. Animals have begun to & will continue to infiltrate into village lots & beyond. Pre-registration is required; cost is \$10/person.

Bancroft Library Proudfit Hall Rental-Usage Agreement-“No smoking or Vaping in building or outside, including rear courtyard” had to be added to Agreement & accepted by Town Board. **Motion made by** Council-

man Marcus Blanck, seconded by Councilman Bruce Ferguson, to accept the Bancroft Library Proudfit Hall Rental-Usage Agreement with proper “no smoking or vaping” language added to the policy. Passed 4-0 by the following Board members: Marcus Blanck; Bruce Ferguson; Howard Law; Supervisor Evera Sue Clary (Councilman Gilchrest absent)

CORRESPONDENCE

Finance School-Letter rec'd. from Association of Towns regarding a Finance School to be held in Saratoga on May 9th & 10th.

Board of Elections-Letter read from Wash. Co. Board of Elections to Salem Town Board regarding all three (3) election districts-two (2) polling sites-for voting. It has become increasing difficult to find polling inspectors and there have been conflict issues with both sites in the past. One site for all three districts makes more sense, is more efficient & saves money. Election Board informed Town Board that the Salem Fire Dep't. has agreed to the use of their new building as a Poll Site, so all three (3) districts will be voting there come November. The Board of Elections expressed thanks & appreciation to the Town of Salem, the Historic Salem Courthouse, & the Georgi Museum for the many years these buildings have been used for elections.

County unleaded gas pumps-Deb Donahue advised the Board of Supervisors that the unleaded gas pumps at the Cambridge & Jackson highway barns would be removed on or about May 31, 2019.

Habitat for Humanity-Telescope is partnering w/Habitat for Humanity to build a house @ 19 Potter Ave. in Granville May 18th & 19th. About 60 volunteers are needed to work in shifts, w/about 20/shift. Saturday, 05/18, Group 1 will work from 9 a.m.-1 p.m.; Group 2 will work from Noon-4 p.m.; Group 3 will do Sunday, 05/19, from 9 a.m.-3 p.m. Poster will be put in window @ Town Office if anyone is interested.

PUBLIC COMMENT-Mike Miller asked about CHIPS funding & that the grader is now down. Should check into leasing a grader; Highway Sup't. Keys replied that it was about \$5,500/month.

Brenda Levey asked about the sewer project & Phase I, which would include mostly Main Street (shirt shop to Stewart's); Salem School & Courthouse, too. School needs to do something regardless of what Board decides regarding sewer project.

Motion to Adjourn-Motion made by Councilman Bruce Ferguson, seconded by Councilman Howard Law, to adjourn the regular monthly meeting of the Salem Town Board; passed 4-0 by the following Board members: Bruce Ferguson; Howard Law; Marcus Blanck; Supervisor Evera Sue Clary. (Councilman Gilchrest absent); meeting adjourned @ 9:23 p.m.

Regular Monthly Meeting-The next regular monthly meeting of the Salem Town Board will be May 08, 2019, at the Town Office, review of Warrants #5 & Abstract #5 for 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