

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
NOVEMBER 13, 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: Laura Oswald-Washington County Planning; Travis Keys-Highway & Water; Eric Rogers-Water & H'Way; Maurice Patrick-Planning Bd.; Kimberly Erbe-Planning Bd. Clerk & Library; Herb Perkins-Sewer Advisory Comm.; Judy Flagg-Historian & Records Mg'mt.; Rebecca Brown-Water Clerk & Library; Bob Graham-Salem Fire Chief;

Absent: Janice Quartararo-Courthouse; Wendy Bordwell-Georgi; DCO-Nancy Quell

Public Present: Brenda J. Levey; Cathy McKeighan; Nancy Higby; Laura Dunham; Paul Dupuis; Jessica Roesel; Christine Eldred-Eagle Press

6:00 p.m.-Review Warrants #11 & Abstract #11 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-Motion made by Councilman Howard Law, seconded by Councilman Harold Gilchrest, to approve monthly meeting minutes from October 09, 2019; passed unanimously 5-0 by the following Board members: Howard Law; Harold Gilchrest; Bruce Ferguson; Marcus Blanck; Supervisor Evera Sue Clary

Motion made by Councilman Harold Gilchrest, seconded by Councilman Howard Law, to approve 5th budget workshop meeting minutes from October 23, 2019; passed unanimously 5-0 by the following Board members: Harold Gilchrest; Howard Law; Marcus Blanck; Bruce Ferguson Supervisor Evera Sue Clary

Motion made by Councilman Marcus Blanck, seconded by Councilman Howard Law, to approve 6th budget workshop meeting minutes from October 29, 2019; passed unanimously 5-0 by the following Board members: Councilman Marcus Blanck; Howard Law; Bruce Ferguson; Harold Gilchrest; Supervisor Evera Sue Clary

Approval of Warrants #11 & Abstract #11 for Payment: Motion made by Councilman Marcus Blanck, seconded by Councilman Howard Law, to sign/approve **Warrants #11 & Abstract #11 of 2019** as presented for payment; passed unanimously 5-0 by the following Board members: Marcus Blanck; Howard Law; Bruce Ferguson; Harold Gilchrest; Supervisor Evera Sue Clary

PUBLIC HEARING ON 2020 PRELIMINARY BUDGET

Supervisor Clary opened the Public Hearing on the 2020 Preliminary Budget, explaining that the 2020 Preliminary Budget still needs work as it now stands; the Special Assessments under Water Revenues was not included in the amount of \$90,093 (this is the amount to be raised by taxes of \$177/EDU for debt service that appears on the January bill). When added, this will bring us over the tax cap, with an increase of approximately 8-9% as it now stands. Could take \$55,000 (there is currently \$10,000 already there) from General Fund Balance to offset the increase. (This will be discussed later in the meeting.)

Historian Judy Flagg asked if there was or would be a plan to replace/replenish the \$55,0000 if taken from the General Fund Balance. Councilman Ferguson & Clerk to Supervisor Kathy Chambers explained that if there is enough in the fund balance to use, it can be used. You must be careful not to use fund balance every year.

Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, to close the Public Hearing on the 2020 Preliminary Budget; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Bruce Ferguson; Harold Gilchrest; Evera Sue Clary

PUBLIC HEARING ON 2020 FIRE CONTRACT

Supervisor Clary opened the Public Hearing on the 2020 Fire Contracts with Salem Volunteer Fire Department, Inc. @ a cost of \$168,202 & the Shushan Volunteer Fire Company, Inc. @ a cost of \$53,024. As required by law, Supervisor Clary asked three (3) times if there were any questions or comments on either contract amount & there was no response. There being no questions or responses, **motion made by** Councilman Harold Gilchrest, seconded by Councilman Marcus Blanck, to close the Public Hearing on the Salem Volunteer Fire Department, Inc. contract for fire protection for 2020 @ a cost of \$168,202, as well as the Shushan Volunteer Fire Company,

Inc. contract for fire protection for 2020 @ a cost of \$53,024; passed unanimously by the following Board members: Harold Gilchrest; Marcus Blanck; Howard Law; Bruce Ferguson; Evera Sue Clary

Laura Oswald-Washington County Planning Dep't. -Supervisor Clary introduced Laura Oswald from Washington County Planning, to speak about grant money available for sidewalks through 'Complete Streets' for 2020 & 2021. The other possibility would be for a trail from SAW to Battenkill Creamery. The money for the sidewalks is available through Planning at no cost-no match to Town--about \$20,000 available. Do you want to keep the slate sidewalks or not? Cannot do both projects at the same time--the sidewalks & the trail. If the Board is interested in moving forward, the sponsorship is at the community level. The grant is for the design of the project only; there are other grants available for construction on five-year rounds rather than three-year rounds.

Resolution #95-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, instructing Laura Oswald from the Washington County Planning Dep't., to proceed with the grant proposal for sidewalk design; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Harold Gilchrest; Bruce Ferguson; Supervisor Evera Sue Clary

Broadband-Councilman Ferguson asked Laura Oswald about the fiber optic lines going in for broadband. Hughes Net is not fiber optic, satellite only. Councilman Ferguson reported that Spectrum was on one side of the road by his house (Scott Lake Rd.) & Verizon was on the other. Spectrum (formerly Time Warner Cable) did not bid on the broadband project at all but could be putting in new lines on one side of the road that would not service the other side of the road. There are pole replacements going on everywhere; this is required if lines were formerly on Nat'l. Grid Poles.

Fire Department-Chief Bob Graham reported five (5) calls for the month of October: 5-Salem (2-hazardous condition; 1-EMS assist; 1-alarm malfunction; 1-carbon monoxide)

Training-Bailout training; air packs; ladders; hydraulic tools; air bags; saws; training on chimney fires; driver training

Schools-Fire Prevention; live burn

Fundraising-Chicken Bar-b-Que for Howard Fifield

Total Hours for Year-5,433

Water Dep't. -Washington County Dep't. of Public Safety did a water tank inspection on the outside of the tank w/their drone. Took really good pictures & saved the guys from having to climb the tank to look at it. NYS Health Dep't. is happy the tank got inspected. There are currently 315 meters in service; regular upkeep /maintenance performed; did a handful for 'Dig Safe' mark outs; performed yearly fall fire hydrant flushing, which went well & there were no issues; took a water sample after flushing that came back good. All hydrants have been pumped out for the winter--if a hydrant gets used, please let the Water Dep't. know so it can be re-pumped. All hydrant oil has been checked & all caps opened with no problems (all hydrants looked good). All fire hydrants are in service; eye wash & fire extinguisher checks have been done; had yearly fire extinguisher inspection done & all looked good. Eric signed up for a free water school in Ballston Spa in December; the class is Line Location & Leak Detection. Monthly water sample done, required by D.O.H.; met the bacteriological requirements for a public water supply as set forth in sub-part 5-1.5 of the State Sanitary Code, under Public Health Law 225. Eric working on updating some curb stop maps; have relocated almost all of them. Less than ten (10) that he couldn't find (some of them I don't think there is one for). Office door still needs replacing @ the Water Barn; Todd Riche has looked at the same.

Leaking Roof-The roof is leaking on the water barn; estimate from Riche Builder's (Todd Riche) for repairs is \$765.

Office Door-Estimate on replacing entry door to barn is \$735 installed, also from Riche Builder's (Todd Riche). Travis reported to the Board that he felt repairing the roof on the water barn was more important at this time than replacing barn door. **Motion made by** Councilman Harold Gilchrest, seconded by Councilman Howard Law, instructing Travis to contact Todd Riche of Riche Builder's to repair the leaking water barn roof on the south side towards SAW, submitting his bill at the December 11, 2019, meeting. Passed unanimously 5-0 by the following Board members: Harold Gilchrest; Howard Law; Bruce Ferguson; Marcus Blanck; Supervisor Evera Sue Clary

Historian-Judy Flagg reported that Lloyd Steward did an excellent presentation @ Courthouse regarding his search for family members from 1800-1820. He reported that there were approximately 2500 free African Americans living in Washington County at that time.

Disaster Plan for Records Mg'mt.-Al & Judy are working on a plan as part of the Grant for Records Mg'mt. Attended a workshop on the same recently for disaster planning for records.

Walking Tour-Preparing for a walking tour through the Historic District; this might be able to be used for the sidewalk design if necessary.

Georgi-Wendy Bordwell absent; both Councilman Bruce Ferguson & Harold Gilchrest thanked July Flagg & Elizabeth Cockey for the excellent job they both did on the 'Glory Days: An Era of Industry' exhibit at the Georgi Museum, which opened on 10/27/2019. The exhibit was very well done & the presentation by both Elizabeth & Judy was excellent! The display will be up on Thursdays & Saturdays until 12/07/2019. Bill Cotrefeld gave a verbal presentation of the displayed gems & minerals, which Tom McMorris filmed. Bill did a great job of showing off the same.

Surrogate's Court Date-12/19/2019 is the date set by Washington Co. Surrogate's Court on the de-accessioning of the furniture.

Rent Community Room through the Winter?-Water is too close to the surface & would freeze; heat would need to be kept on in the Museum (could possibly just heat the art room).

Planning Board-Moe Patrick reported that due to the Thanksgiving Holiday, the November meeting would be held on 11/21; there is currently one application for a garage. The Public Hearing will need to be postponed for another month until all necessary paperwork comes in.

Sewer Committee-Herb Perkins provided the minutes of the Advisory Board's 11/06/2019 meeting, w/Bruce Ferguson (Chair); Herb Perkins (Secretary); Jim Carrolan; David Glover; Cathy McKeighan; Chris Preble; Ted Wilson & Nancy Higby in attendance. All committee members have read the Final Sewer Feasibility Study, provided by Laberge. Several edits/questions were brought up that the committee felt needed to be addressed/corrected. Motion made by David Glover, seconded by Nancy Higby, that corrected copies needed to be rec'd. within two weeks (by Wed., 11/20/2019) in order to accept the same & send on to the Town Board; passed unanimously. Committee member Nancy Higby asked Sup't. of Schools David Glover if the school could wait 3-5 years to get hooked up to the sewer, what kind of problem this might create & if the school could deal w/their septic in the meantime. Dr. Glover responded that the school could deal with said contingency. **Next Meeting**-Thursday, 11/21/2019 @ 8 p.m. in the Town Office (Planning Board meets @ 7 p.m. same night).

Courthouse-Janice Quartararo absent; no report.

Christmas in November-Holiday Sale, hosted by Shoppe off Broadway, on Saturday, 11/16, from 10 a.m.-2 p.m. in Great Hall. All proceeds go back to Salem Community in form of grants/scholarships.

Art n Craft Xmas Sale-Saturday, 12/07, 10 a.m.-2 p.m. Holiday art n craft sale w/over 25 vendors.

Norse/Viking Cooking Class-Wednesday, 12/11, 6 p.m. Battenkill Kitchen. Classes are \$35.

150th Anniversary Celebration-Saturday, 12/14-Victorian themed Party w/torch-light parade

DCO Report-Nancy Quell reported that she has released the dogs that she has been holding forever to the boyfriend of the former owner; he is paying her.

Salem Memorial Park Advisory Committee-Nancy Higby was present to ask the Town Board to consider forming a Salem Memorial Park Advisory Committee to: develop a network of community members interested in a Salem Memorial Park; develop design concepts & long-term maintenance plans; identify funding sources; refine & implement a Salem Memorial Park plan & to appoint a Town Board liaison. (This is the property adjacent to the Revolutionary War Cemetery @ the corner of Rte. 22 & Archibald St.) Proposed members are: Meg Aesch; Heather Bellanca; Al Cormier; Laura Dunham; Judy Flagg; Nancy Higby; Ed Phillips; Meg Southerland; Nancy read a synopsis on the property, stating what has (or has not) been happening to the property since 2011. **Motion made by** Councilman Harold Gilchrest, seconded by Councilman Howard Law, to form a Salem Memorial Park Advisory Committee/Veteran's Memorial Park w/the above listed members,

including newly elected Board member Brenda Levey, who will be on the Board 01/01/2019, as the Board liaison. Passed unanimously 5-0 by the following Board members: Harold Gilchrest; Howard Law; Bruce Ferguson; Marcus Blanck; Supervisor Evera Sue Clary

Highway Dep't.-Travis Keys reported that Freda Fifield had called him regarding shoveling the Dr.'s office & the town office; she will continue to do so & be paid by the T/O/S.

Generator @ Courthouse-No contract w/Allstate Power Systems, L.L.C. for Preventive Maintenance since 2017--the cost for 2020 would be \$875 for two (2) visits, performed semi-annually to include (1) service visit & (1) inspection visit for an annual contract on unit #495577, Generac 87A02197-S, Serial #843532, 45kw; Engine Model No. 350 (propane). **Motion made by** Councilman Howard Law, seconded by Councilman Harold Gilchrest, instructing Travis Keys to sign the Preventive Maintenance Contract w/Allstate Power Systems, LLC in the amount of \$875.00 for 2020; passed unanimously 5-0 by the following Board members: Howard Law; Harold Gilchrest; Bruce Ferguson; Marcus Blanck; Supervisor Evera Sue Clary

Truck Boxes-Travis reported that he will be ordering the two new boxes, piggybacking off Oneida County, @ a 30% discount for a \$41,078 each, a total of \$95,850 installed. Ordering now will lock in the price before it goes up again in December.

Juniper Swamp Road is all tiled for this year; put down 20 loads of gravel. Cleaning leaves on dirt roads, making sure the culverts are clear & marked, still have many more to do. All trucks passed inspection & have been serviced. Pine Lane intersection is all paved, plus 100' of the road delineators & new signs are all up per NYS requirements. All fire extinguishers have been serviced & inspected. Salt shed is full & sand pike is done & up. Drain found on West Broadway/Route 30 before the tracks; it needed 60' of 36" to get it working right; almost done. Crew will be working w/Wash. Co. to get the drain changed & new pipe in down by the fuel tanks. Filled out grant paperwork for some of the old drains in the former Village for approximately \$60,000; Town's share would be equipment & labor. Will be moving holidays around, taking Thanksgiving week off as has been done in the past. Monthly report from 10/01-10/31/2019 rec'd. & will be filed.

Employee Handbook-Handbook modified re DOT physicals; review for a vote to accept the change at 12/11 regular monthly meeting.

NEW BUSINESS

Board of Elections-will be counting absentee ballots for the close Supervisor races in the county on 11/12 and board/town council seats on 11/13/2019 for the final results.

Town Newspaper-The Journal Press has ceased publication; since this is the Town's official newspaper, we need another one to finish out the year. **Resolution #96-Motion made by** Councilman Harold Gilchrest, seconded by Councilman Marcus Blanck, to use The Eagle Newspaper as the Town's official newspaper from 10/31/2019-12/31/2019; passed unanimously 5-0 by the following Board members: Harold Gilchrest; Marcus Blanck; Howard Law; Bruce Ferguson; Supervisor Evera Sue Clary

Historic Preservation Commission-needs a new member, replacing Carol Myrick.

Shushan Bridge Crossing County Rte. 61-There will be an informational meeting sponsored by Wash. Co. Dep't. of Public Works on replacing the iron bridge over the Battenkill on Co. Rte. 61 (by the Shushan Covered Bridge) on Tuesday, 12/03/2019, @ 6:00 p.m. at the Shushan Firehouse. A presentation will be made by the engineering firm hired to do the work, with a Q & A at the end.

Bancroft Library Board of Trustees-Ed Donoghue advises that the current term of Alesa Wilson will expire on 12/31/2019. The Town Board needs to reappoint her to a new five-year term, beginning 01/01/2019-12/31/2024. **Resolution #97-Motion made by** Councilman Howard Law, seconded by Councilman Marcus Blanck, to reappoint Alesa Wilson to the Bancroft Library Board of Trustees, term to begin 01/01/2019, ending 12/31/2024; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Harold Gilchrest; Bruce Ferguson; Supervisor Evera Sue Clary

2019/2020 Training Information-NYS Comptroller's Office, in co-operation w/Association of Towns, is sponsoring a webinar, entitled 'Just Elected-What Do You Do Now' on 12/12/2019 from 6:30-8:30 p.m. Visit the

Office of the State Comptroller's Academy for additional details & registration information.

New Town Officials School-January 15-17, 2019, @ the Albany Marriott; cost is \$200/member or \$250/non-member--\$124 for Standard Room @ the Marriott, reservations for this preferential rate must be made by 12/20/2019.

2020 Annual Meeting & Training School-02/16/19/2020 @ the New York Marriott Marquis, New York City-Early-bird registration rates available 11/01/2019-01/24/2020; rates increase 01/25-02/03/2020. Book your hotel room by 01/24/2020. Early-bird rates for conference (member municipality)-\$150 (this rate will increase 01/25/2020 to \$185 for a member municipality)

Sexual Harassment Class-Travis Keys will check w/Phil Spezio re date & time. Class must be taken every year.

OLD BUSINESS

Parking Ordinance Battenkill River-Rexleigh & Salem side of Eagleville Covered Bridge; table until Dec. meeting

2020 Budget-Resolution #98-Motion made by Councilman Howard Law, seconded by Councilman Harold Gilchrest, to take \$55,000 from the General Fund Balance to add to the \$10,000 General Fund Balance that is already included in the budget, for a total of \$65,000 (top of Page 10). Passed unanimously 5-0 by the following Board members: Howard Law; Harold Gilchrest; Marcus Blanck; Bruce Ferguson; Supervisor Evera Sue Clary
Schedule final 2020 budget workshop meeting for Tuesday, 11/19/2019, @ 4:30 p.m. in Town Office to adopt the final budget & to review the investment/renewal of the C.D.'s thru Glens Falls Nat'l. Bank.

CORRESPONDENCE-None

PUBLIC COMMENT

Paul Dupuis-Reported that he has noticed a great number of stray cats roaming around town. He has been trapping those he can catch (those that don't appear feral) & having them spayed/neutered. Kudos to you, Paul!

Kathy McKeighan-asked if anything was currently new w/Salem Health Center. Supervisor Clary responded that G. F. Hospital is still on premises on Tuesdays & Thursdays w/ Dr. Barney.

Kim Erbe-questioned parking on Main Street during winter storms, making it extremely hard to clean-up snow & or/ice. Will there be any restrictions??

Motion made by Councilman Harold Gilchrest, seconded by Councilman Howard Law, to go into Executive Session on an employment matter; passed unanimously 5-0 by the following Board members: Harold Gilchrest; Howard Law; Bruce Ferguson; Marcus Blanck; Supervisor Evera Sue Clary; went into Executive Session @ 8:50 p.m.

Motion made by Councilman Bruce Ferguson, seconded by Councilman Howard Law, to come out of Executive Session; no vote or decision made, just discussion. Passed unanimously 5-0 by the following Board members: Bruce Ferguson; Howard Law; Marcus Blanck; Harold Gilchrest; came out of Executive Session @ 9:10 p.m.

Motion to Adjourn-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, to adjourn the regular monthly meeting of the Salem Town Board; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Harold Gilchrest; Bruce Ferguson; Supervisor Evera Sue Clary; meeting adjourned @ 9:15 p.m.

Final Workshop Meeting for 2020 Budget- Tuesday, 11/19/2019, @ 4:30 p.m. in the Salem Town Office, hopefully to adopt the Final Budget and to conduct any & all other business that may come before the Board on that day.

Regular Monthly Meeting-The next regular monthly meeting of the Salem Town Board will be December 11, 2019, at the Town Office, review of Warrants #12 & Abstract #12 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

