

**TOWN OF SALEM**  
**REGULAR MONTHLY MEETING-TOWN BOARD**  
**MARCH 11, 2020**

**Present:** Supervisor Evera Sue Clary; Town Council: Marcus Blanck; Howard Law; Brenda Levey; Laura Dunham; Town Clerk-Pat Gilchrist; Clerk to Supervisor-Kathy Chambers

**Others Present:** Travis Keys-Highway; Eric Rogers-Water Al Cormier-Deputy Historian & Records Mg'mt.; Kim Erbe-Planning Bd. & Library; Moe Patrick-Planning Bd.; Herb Perkins-LL & P; Sewer Advisory Comm.; Rebecca Brown-Water Clerk & Library; Tauno Wirkki-BAR Chairman

**Public Present:** Joe Wever; Cathy McKeighan; Jessica Roesel; Ken Bordwell; Baylee Bordwell; Tina Fleming; Nancy Higby

**Absent:** Wendy Bordwell-Georgi; Janice Quartararo-Courthouse; Judy Flagg-Historian; Nancy Quell-DCO

**6:00 P.M.**-Review of Warrants #3 & Abstract #3 for payment

**7:00 P.M.**-Meeting called to order by Supervisor Clary, followed by Pledge of Allegiance

**Approval of Minutes-Motion made by** Councilman Howard Law, seconded by Councilwoman Laura Dunham, to approve the Regular Monthly Meeting Minutes from February 12, 2020; passed unanimously 5-0 by the following Board members: Howard Law; Laura Dunham; Brenda Levey; Marcus Blanck Supervisor Evera Sue Clary

**Special Georgi Meeting** Minutes from February 19, 2020: **Motion made by** Councilman Howard Law, seconded by Councilwoman Laura Dunham, to approve the minutes from the special Georgi meeting; passed 4-0 by the following Board members: Howard Law; Laura Dunham; Marcus Blanck; Supervisor Evera Sue Clary (Councilwoman Levey absent)

**Reports**-Spread sheet for Georgi & Highway Trial Balance reports presented to Board for review & any questions by Clerk to Supervisor, Kathy Chambers.

**Motion to sign & pay Warrants #3 & Abstract #3 of 2020 for payment-Motion made by** Councilman Howard Law, seconded by Councilwoman Laura Dunham, to sign & pay Warrants #3 & Abstract #3 as presented for payment; passed unanimously 5-0 by the following Board members: Howard Law; Laura Dunham; Brenda Levey; Marcus Blanck; Supervisor Evera Sue Clary

**Highway**-Travis requested a motion from the Board to put the timber bid in the paper per Forester, Jim Allen (this was sent to all Board members prior to the mtg); **Motion made by** Councilman Marcus Blanck, seconded by Councilman Howard Law, to put the timber bid in the newspaper per notice send from Forester, Jim Allen; passed unanimously 5-0 by the following Board members: Marcus Blanck; Howard Law; Brenda Levey; Laura Dunham; Supervisor Evera Sue Clary

**Intermunicipal Agreement-Resolution #31****Motion made by** Councilman Howard Law, seconded by Councilwoman Brenda Levey, honoring the request from Sup't. Keys that he & Supervisor Clary sign the Intermunicipal Agreement between the Towns of Salem, Jackson, White Creek, Argyle, & Cambridge for the purchase of a 4-ton K & M Hot Patcher, Diesel Fired, Dumping, Trailer Mounted @ a cost of \$7,697 for each town at a total cost of \$38,485, for the purpose of road repair & rehabilitation projects in the above-mentioned towns. Also, if said Hot box should be sold at any time, the money from the sale would be split between the five (5) towns; passed unanimously 5-0 by the following Board members: Howard Law; Brenda Levey; Marcus Blanck; Laura Dunham; Supervisor Evera Sue Clary

**Generator @ Courthouse**-was checked; all o.k. **Motion made by** Councilman Howard Law, seconded by Councilman Marcus Blanck, to switch to Allstate when the Kingsley contract runs out; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Brenda Levey; Laura Dunham; Supervisor Evera Sue Clary

Have been chipping brush in Shushan; few wind storms w/fair am't. of branches, etc. down; cleaning & marking culverts by hand; Wash. Co. is lettering the hot box & White Creek will undercoat it, then it will be ready for use; dirt road holding up fairly well. Man lift (40') coming for month to help w/tree work (currently on Perry Hill). Daily report for month of February, 2020, will be filed

**Town-wide Clean-Up Day**-Travis will contact Judy Flagg who would like to see this happen this year, probably near the end of April, if possible. Travis contacted Lenny Keys, who has a dumpster he could put @ Town Barn for \$500 & he might possibly bring down a roll-off.

**Water Dep't.**-Eric reported that fire hydrant #30, located @ intersection of Williams Street & West Broadway/Rte. 30, that was hit by a car is fixed & back in service. E-mailed pictures & bills to State Farm; hope-fully will be receiving a check for the repairs that were done (total just under \$4,000). Currently 315 meters in service; regular upkeep/maintenance was performed; did a couple of mark-outs for Dig Safe; still having water tank communication issues to computer; have someone coming this month to work on said issues. Fixed a few no-read meter heads (will be working more on this); did monthly meter read; eye wash/fire extinguisher checks done; monthly water sample required by DOH passed & met all requirements for a public water supply as set forth in their rules/regs. Water mapping completed & been reviewed once. Hoping to get the grant in 2020 (one dep't. ahead of Salem & they have made no moves to get the same). Hoping that Salem could have the program released in August. Will need to come up w/electronic way to view & edit mapping with. First year of svc. will be included in grant; around \$20/mo. after first year if town decides to keep it so we can edit the same. If not, everything can still be viewed & it can be used, just not changed. Free power audit from Rural Water to see if they could find any savings; waiting for the report. Working on updating Standard Operating Procedures & working on the Emergency Response Plan. Once done, DOH will have to approve.

**Motion made by** Councilwoman Laura Dunham, seconded by Councilman Marcus Blanck, to change wording in the Standard Operating Procedures Manual to state "current rate--no dollar amount. Passed unanimously 5-0 by the following Board members: Laura Dunham; Marcus Blanck; Howard Law; Brenda Levey, Supervisor Evera Sue Clary

**Flushing**-hydrants week of April 13-17; notice needs to be put in newspaper for three weeks. Clerk Gilchrist will do the same.

**Water School**-in April in Saratoga for Travis & Eric; want to attend the Operator's Day @ \$65 each Report will be filed

**DCO Report**-Nothing for February; site report o.k.

**Salem Fire Dep't.**-Chief Graham provided report for January,2020: 5 calls: 3-Salem (2-alarm activation @ Central House; 1-EMS assist); Mutua Aid: 1-Cambridge (smoke condition); 1-Cossayuna (water rescue)

**Training**-Monthly station maintenance; first aid-CPR-AED re-certification; physicals completed

**Fire School**-16-hour hazmat Course-7 from Salem took course

**Meetings**-Fire Dep't. held monthly meeting; Chief & Officers mtg. in Rupert; truck committee mts. on new fire truck

**Total Hours**-360

**February, 2020 Report:** 12 calls for February 2020: 5-Salem(3-trees/lines down; 1-EMS assist; 1-MVA); Mutual Aid Calls: 1-Cambridge (cold water rescue); 1-Cossayuna (vehicle fire) 1-Greenwich (stand-by); 2-Hebron (1-structure fire; 1-stand-by); 1-Hartford (stand-by); 1- Shushan (MVA)

**Training**-Two nights cold water rescue training; station maintenance (ladders, air packs, hydraulic tools, saws, meters)

**Meetings**-Fire Dep't. held monthly mtg.; Truck Comm. met on new truck; Truck Comm. opened bids on 2-18-2020 on new fire truck; Dep't. held special mtg. 2/25/2020 to hold vote on buying new truck-voted yes to same.

**Events**-Turkey dinner on Saturday, 03/14/2020, @ 4:30 p.m. until gone; no tickets required

**Total hrs.**-1185; both reports will be filed

**Notice of Public Hearing**-There will be a public hearing on proposed equipment financing for the new fire truck to be purchased by the Salem Volunteer Fire Dep't., Inc. on Thursday, March 19, 2020, @ 6:30 p.m. at the new firehouse, located @ 53 South Main Street; Salem, NY.

**Motion made by** Councilman Howard Law, seconded by Councilman Marcus Blanck, giving permission for Supervisor Clary to sign the Executive's Office Approval for the Salem Fire Dep't. stating that no Town financing be will give by the Town of Salem on the purchase of their new fire truck; this will have to be signed after the Public Hearing on the financing; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Laura Dunham; Brenda Level; Supervisor Evera Sue Clary

**Bldg. by Adam Matthew's**-Salem Fire Dep't. currently carries contents & liability insurance on the building by Matthew's Garage that the former Village owned.

**Courthouse**-Janice Absent; Brenda reported that the 'Courthouse Chronicle' would be going out

soon03/12/2020-'Through Susan's Eyes' will be presented at the Courthouse

03/13/2020-Open Mic @ Jacko's w/high school music teacher, Zack Eastman, & some Salem Central students Also, whatever adults want to give it a shot!

Art w/Lynn Kerr & David O'Keefe is currently up in the great hall; great exhibit!

**Georgi**-Wendy absent; Board rep Brenda Levey reported that a memorial bench had been rec'd. from Katy Haggerty, made by Paul Kobyluch. The security system & router are back up & running. Still waiting to hear from Attorney General's Office re visit to check out furniture in train depot & deaccessioning of furniture. No update/letter from Trout Unlimited as to what they would like to do @ Georgi. Howard Romack planning to offer Environmental Programs @ Georgi; will meet after Memorial Day to lock down the specifics. Letter rec'd. from Peggy McLenithan with some concern that the Georgi would not be rented out in the future--totally untrue! Peggy reported that Cambridge Central School would like to hold their class reunion @ the Park in August & was hoping the Board might offer a reduced rental rate, as they would like both the Park & Community Room. Board felt that whatever the rate is, that is what should be charged.

The following Grants were approved for Wendy to apply for:

Stewart's Grant-\$1,000-Community & Public Events      G.F. Nat'l. Bk.-\$1,000-Community & Public Events

Glens Falls Foundation-Apply for Past Perfect program for new computer; deadline 03/20/2020

Humanities, NY-\$500 Quick Grant for Cliff Oliver/John Henry presentation in October

Lorraine Ballard-Battenkill Conservancy-provided river access map for the Kiosk, the last detail remaining from the Greenway Grant; public thanks to her & the Conservancy.

Georgi Trust-Board liaison Brenda Levey will contact the Trust to see if any money is available over & above what we already receive so some much-needed capital projects can be completed.

Wedding/Events list provided.

**Sewer Committee Report**-provided by Laura Dunham; mtg. held in Tow Office on Tuesday, 02/25/2020

Delaware Engineering presentation made by Mary Beth Bianconi, who presented next steps that Committee should be thinking of taking: timeline, funding, deadlines, etc. Items discussed were current construction estimates vs future actual costs, how to create a sewer district, who votes, pros/cons of doing phases vs. single large project, income assessment, system types/upgrades for future, when will Delaware require a commitment from Town Board and cost. An income survey should be done, which could designate Salem a hardship community & lead to additional funding/grants. Mary Beth provided lots of attachments, which will be filed w/report. All were sent to Board members prior to this meeting. She will be back for the April meeting on 04/28 @ 7:00 p.m. The whole Town Board is invited to attend this meeting.

**Salem Memorial & Veteran's Park Committee**-Minutes provided to Board members prior to meeting by Laura Dunham. American Legion has been contacted to welcome their thoughts as to what they would like to see there. A landscape design provided by Rob & Meg Southerland was presented. Meg is a landscape

designer & Rob is an architect. Board liked the design but felt that maybe a few things should be changed around/moved back due to the flooding issues on the property. Fund raisers could be held, like selling bricks in an individual's/family's name to go into the design presented. That is a great idea! The committee will keep the Board informed as they go along; next mtg. is scheduled for 04/06/2020 @ 6 p.m. @ the Courthouse.

**Historian/Records Management**-Deputy Historian Al Cormier reported in absence of Judy Flagg, who is out sick. Judy sent everyone a sample Local Law for a new Records Management Program, headed by a Records Management Officer (RMO). Clerk Gilchrist will get a copy of this to Attorney Wrigley, as the Town already has a filed Local Law from the early 1990's. It was suggested that because of the new guidelines regarding Records Management that the Town adopt a new Local Law. Depending on when Clerk Gilchrist hears back from Attorney Wrigley, try to set the Public Hearing for the May meeting.

**Historic Preservation Commission**-Al reported that window renovation was going on at the former Russo residence, purchased recently by Debra Hodgkinson, & would need Wash. Co. Code Enforcement approval.

**Planning Board**-Chairman Moe Patrick reported that there was on Site Plan Application for a garage under the square footage requirement so the application would probably be exempted for further review.

### **SUPERVISOR'S REPORT**

Supervisor Clary reported regarding the Corona virus that there were currently not enough lab testing kits available currently.

Assemblywoman Carrie Woerner will be visiting Salem tomorrow, March 12 @2:00 p.m.

### **NEW BUSINESS**

**NYMIR SAFETY REPORT**-An assessment of safety procedures needs to be done again

**Boy Scout Request**-Troup 6061 is requesting \$600 towards their trip to Yellowstone Park in Wyoming in June.

**Motion made by** Councilwoman Laura Dunham, seconded by Councilman Howard Law, to give the \$600 for the Boy Scout's trip to Wyoming in June, with the stipulation that if they don't go on the trip, the money would be returned and they could ask again when they do go. Passed unanimously 5-0 by the following Board members: Laura Dunham; Howard Law; Brenda Levey; Marcus Blanck; Supervisor Evera Sue Clary

**2020 Census**-Due by April 1, 2020

**Sexual Harassment Training for 2020**-Clerk to Supervisor Chambers reports that everyone is overdue, except Highway employees, herself, Brenda Levey & Ed Donoghue. Supervisor Clary will contact Phil Spezio, who is back giving the class, to see what night he would be available. Contact the Salem Fire Dep't. on the use of their space to hold the program. Most of the people who have to take the class would only be able to do at night. The Library is also open Mon.-Wed.-Fri. until 6 p.m.

### **OLD BUSINESS**

**Glens Falls Hospital**-Supervisor Clary still wants a signed Lease Agreement; Councilman Howard Law wants to know what the expired lease from December of 2017 said. Clerk Gilchrist will get him a copy of the same. Possibility of splitting the building into two sections? Could have medical in one part, Town office is the other. Just an idea that was presented to Board.

**Cambridge Swim Program**-Lake Lauderdale is looking for a swim instructor for this summer's program. Buffy Race will no longer be doing the program. Discussion held on raising of bus fee for single individual & families.

**Motion made by** Councilwoman Laura Dunham, seconded by Councilman Marcus Blanck, to raise the individual fee from \$25 to \$35 and two or more individuals (family) fee from \$40 to \$50 for Salem residents only. For non-Salem residents, the fee will be \$50 for individuals & \$80 for families. Passed unanimously 5-0 by the following Board members: Laura Dunham; Marcus Blanck; Brenda Levey; Howard Law; Supervisor Evera Sue Clary

### **PUBLIC COMMENT**

**Tina Fleming**-asked why there was an old truck w/broken glass & the top smashed in at the carnival grounds; Salem Fire Dep't. uses it for training. She was concerned that kids would climb all over it & get hurt.

Is the Town looking at forming another Flood Committee, using the draft flood map? Councilwoman Brenda Levey wants to work on this. Much discussion, again, regarding the flooding issue(s) and the Archibald Street bridge.

**Resolution #32-Motion made by** Councilwoman Laura Dunham, seconded by Councilman Marcus Blanck, instructing Washington County **to replace** the Archibald Street bridge **and abutments** with a structure that would handle the water flow **and remediate issues in the stream bed caused by current undersized bridge**. Passed unanimously 5-0 by the following Board members: Laura Dunham; Marcus Blanck; Brenda Levey; Howard Law; Supervisor Evera Sue Clary

**Resolution #33-Motion made by** Councilman Howard Law, seconded by Councilman Marcus Blanck for a transfer as follows:

A3510.4 Contractual	\$ 735.00	
A3510.2 Equipment		\$ 735.00

Computer purchase for Assessor

Passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Brenda Levey; Laura Dunham; Supervisor Evera Sue Clary

**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; Brenda Levey; Laura Dunham; Supervisor Evera Sue Clary; meeting adjourned @ 9:33 p.m.

**Next Regular Monthly Meeting** of the Salem Town Board will hopefully be held on Wednesday, April 08, 2020, in the Salem Town Office, review of Warrants #4 and Abstract #4 to begin at 6:00 p.m., regular meeting to begin @ 7:00 p.m.

Respectfully Submitted:

Patricia A. Gilchrist-Town Clerk  
Town of Salem