

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
JUNE 10, 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; Wendy Bordwell via Zoom

Public Present: None; due to COVID 19 & Gov.'s PAUSE order still in effect

Absent: Committee Heads/Members-No gatherings over 10 people due to Gov.'s PAUSE order

5:00 P.M.-Review of Warrants #6 & Abstract #6 for payment

6:00 P.M.-Meeting called to order by Supervisor Clary, followed by Pledge of Allegiance

Approval of Minutes-Motion made by Councilwoman Brenda Levey, seconded by Councilwoman Laura Dunham, to approve the regular monthly meeting minutes from May 13, 2020; passed unanimously 5-0 by the following Board members: Brenda Levey; Laura Dunham; Howard Law; Marcus Blanck Supervisor Evera Sue Clary

Motion to sign & pay Warrant #6 & Abstract #6 of 2020 for payment-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, to sign & pay Warrant #6 & Abstract #6 as presented for payment; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Brenda Levey; Laura Dunham; Supervisor Evera Sue Clary

Highway-Travis reported that paving was being done in Shushan--about 1/3rd of CHIPS money. CHIPS money was released on Monday night, 06/06/2020. Still short one employee. Will need to close Perry Hill Road for a few days to put in large culvert; Town of White Creek will help us w/this. Town of Jackson has helped us w/hauling and in turn, we have helped them. One person in pit working w/Ron Jameson, making gravel & winter sand; Travis has used about 4,000 yds. of the 7,000 that he had. Three really hard storms in May, resulting in overtime & a lot of unplanned work! Need to check w/Salem Fire Dep't. who was helping out during storms; there is a possibility damage was done to a chain saw. Still clean-up to be done but also trying to keep up w/grading of dirt roads. Have replaced a lot of road signs; began mowing road sides but have had several breakdowns. Western Star is repaired & ready for pick-up in Albany.

Fire Wells-Travis would like Board permission to fill in the old fire wells in the former Village. Fire Dep't. has reported that they will not be using them again. **Motion made by** Councilman Howard Law, seconded by Councilwoman Laura Dunham, giving Travis Keys, Highway Sup't., permission to fill in fire wells in the former Village. (Private wells @ Fort Salem Theatre, White Church, & Kevin Payne's.) Passed unanimously 5-0 by the following Board members: Howard Law; Laura Dunham; Marcus Blanck; Brenda Levey; Supervisor Evera Sue Clary

Two pick-up trucks-Travis would like to think about putting trucks out for bid (one at a time)-one has 17,000 miles, Travis's has 29,000 miles. Paid \$34,000 each; Travis thinks they should be listed for \$30,000. Probably cost about \$36,000-\$37,000 each for new trucks (he will check prices for new ones). If what he wants is not on lot, nothing will be available until October.

Parking Ordinance-Drawn up by Att'y. Allan Wrigley for Eagleville Road; Rexleigh Road; Binninger Road and the lot owned by the Town from Main Street to Railroad Street (tax map #208.12-2-5-medical bldg.). Said Ordinance will take effect ten (10) days after publication. Clerk Gilchrist reported that the Ordinance was now in effect, having been posted for two days the end of May in the Post Star newspaper. Go ahead and order signs for the same.

Daily Report for May 1-May 31, 2020 will be filed.

Water Dep't.-Eric e-mailed his report to all Board members. He & Travis have been e-mailing/phoning each other, with only limited contact to stay safe; currently still working at Water Barn only. 315 meter in service; regular upkeep/maintenance performed; did couple mark-outs for Dig Safe. Water tank communication issues

fixed. Someone had to come out to fix the issues & looks to be back running normal. Still need to move the antenna that is at water barn. Meter read was done for month--unload issues due to slow Wi-Fi @ water barn. Reading was just a test run as final read will be done around June 1st. All main valves in system have been cleaned & operated, with caps painted blue so Eric could tell which ones had been done. Eye wash/fire extinguisher checks done; monthly water sample required by DOH done & it met the bacteriological requirement for a public water supply as set forth in subpart 5-1.5 of the State Sanitary Code under Public Health Law 225. All water mapping has been completed; waiting to hear back to see if we can get this come August or will have to wait another year. Working w/Rural Water on updating information for the office, which trying to stay one step ahead of DOH w/required paperwork. Updating Standard Operating Procedures & working on the Emergency Response Plan. When done, it will go to DOH for approval. SOP handed in & Rural Water thought it looked good & forwarded it to DOH for approval. A final copy will come back after approval by DOH. Working on getting the Town's Water page updated; have all info from 2016 until now on the computer & hope to get it on-line when we can for anyone to access for information and/or questions. Did three water turn-ons that were turned off for the winter months. Water School set for Saratoga in April was cancelled; a refund will be sent back in the order received (should be \$120 total for both Eric & Travis). Big thank-you to Brenda Levey for the new flag at the Water Office to replace the old ripped one! Been disinfecting the office weekly!!

June 10, 2020 report will be filed.

SALEM FIRE DEPARTMENT-Brenda Level gave reports for March, April & May for Chief Graham.

March: 7 calls for March: 5-Salem (2-EMS lift assist; 1-priority one echo; 1-alarm activation; 1-power pole fire) Mutual **Aid Calls**-1 for Hebron (alarm malfunction); 1 for Rupert (carbon monoxide call)

Training: monthly checks on air packs, ladders, hydraulic tools, air bags, lights on truck; driver training

Meetings: Fire Dep't. held monthly meeting; public hearing required on new fire truck

Truck Repair: ER 443-valve on pump; headlights; **Rescue 444**-electrical problems; total cost-almost \$3,000

Total Hours-1,461

April: 5 calls for April: 2-Salem (1-EMS lift assist; 1-chimney fire); **Mutual Aid Calls:** 2-Heborn (1-structure fire; 1-stand-by); 1-Shushan (grass/brush fire)

Training: Monthly air pack check only--NO OTHER TRAINING DONE DUE TO COVID 1

OSHA Mandates: Yearly hose testing completed—lost four lengths 5" hose at a cost of \$3,600

Total Hours-1,529

May: 24 calls for May: 20-Salem (17-hazardous condition; 2-EMS assist; 1-good intent call); **Mutual Aid Calls:** 1-Hebron (MVA); 1-Shushan (water rescue call); 2-Rupert (1-stand-by; 1-MVA)

Training: Monthly air pack check only

Fund Raising: Chicken Bar-b-que-made between \$1,700-\$1,800

Helped Town of Salem on both wind storms, removing trees/clearing up roads

Total Hours-2,226

All three reports will be filed.

PARKS & RECREATION-Laura Dunham reported that the design might be changed; Travis reported that lawn should be mowed next week. Want to keep grass mowed lower in design area. Held short meeting on June 8, 2020 at the CCC w/Heather Bellanca, Meg Southerland, Donna Orlyk; Laura Dunham to discuss signage, rack cards, flyers, order forms, website. Other members were not comfortable venturing out. Sketch provided by Heather would work as a hand-out, which would explain the mission of the park & fund-raising bricks (Heather agreed to design handout to present to committee for approval). Flagpole in the center of the central brick circle; actual lay-out of bricks (circular, linear) has yet to be determined after exploring ideas from 4 Ever Bricks Company. Laura will research price of flag pole w/installation. Phots of bricks being installed in another location, draft of design (still being edited) & image of memorial benches installed in Chestertown are very similar to what committee could do here. Ed Phillips/Meg Aesch have

committed to two benches; awaiting confirmation for a third commitment from a local group. Meg, Laura & Nancy met the previous week at the Park to walk through the lay-out & clarify questions each had.

Report will be filed.

SEWER ADVISORY COMMITTEE-No May meeting as committee would like Town Board members & public in attendance; Zoom isn't option for many. Scheduling meeting for June 23 @ 7:00 p.m. in the Town Office.

, swim, etc. Bruce also wants the furniture removed from the depot as soon as possible--could possibly be stored in the fire dep't. bldg. on West Broadway? Her final request was for the Past Perfect program to document the collection (approx. \$1,614); the program will have not only the collection information but also member records, volunteer tracking, donation tracking, etc. It will take time to enter all the information, but it is a full-scale museum management software program.

COURTHOUSE-Janice Quartararo is currently on furlough as no programs are going on at the Courthouse. LL & P has been cancelled, as well as Al Fresco. Shoppe Off Broadway has also been closed, although there have been items on the porch that could be picked out for free. Hopefully, the Shoppe can reopen soon! Courthouse rec'd. recovery grant because of the COVID pandemic. Courthouse Board would like the monument in front of the Courthouse removed. This was discussed several times in the past; this is not an option at this time. It will remain as is.

PLANNING BOARD-E-mail rec'd. from Clerk Kim Erbe stating the hope that a meeting could be held on June 25th @ Proudfit Hall if the Town Board was in agreement. Much easier to distance there than at the Town Office. Not an issue w/Town Board. One application to review for a pole barn to house ag equipment.

BANCROFT LIBRARY-As reported last month, a bequest of \$10,000 was made to the library; paperwork executed & returned to attorneys by Supervisor Clary.

GEORGI-E-mail rec'd. from Wendy re the Agreement w/Carlsen Gallery, Inc., auctioneer, who will sell the items of furniture/rugs stored in the freight depot for the past several years. Carlsen hopes to come to move the items (approved by Surrogate's court to sell) on Monday, June 15, if they have enough help. This needs to be executed & returned before the moving date so Wendy would like Board approval for Supervisor Clary to execute the Agreement. **Resolution #46-Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, approving the Agreement w/Carlsen Gallery, Inc. to sell approved items at public auction, advertising in newspapers & websites throughout the Hudson Valley to attract buyers. Additionally, the Auctioneer agrees to advertise in trade publications used by dealers/collectors including The Maine Antique Digest & The Arts & Antiques Weekly. The Auctioneer will also notify approximately thirty-five hundred (3,500) perspective buyers from their database via e-mail and/or postcard through the USPS, cost to be borne by the Auctioneer. The Auctioneer will provide insurance on the consigned items, while in his care/custody at no additional cost to the Seller. Supervisor Clary executed the Agreement at the meeting & will fax the same back to Carlsen Gallery tomorrow morning. Passed unanimously 5-0 by the following Board members: Laura Dunham; Brenda Levey; Howard Law; Marcus Blanck; Supervisor Evera Sue Clary

Bathrooms @ Georgi currently locked. Wendy wondering if they should be opened as she is hearing some grumblings about them being locked. Board says keep them locked under the circumstances. Would have to be cleaned every time someone went in & came out; could not ensure the use of just one stall; no money to pay anyone, who would practically have to be there 12-14 hrs./day!

Big Stone Gap Bluegrass Band was scheduled to come on July 30th to the Park. Could postpone until September, although Wendy would prefer the July date. Board felt the later date sometime in September would be better, so pick a September date. Hopefully, things might be better by then regarding crowd numbers, etc. If not, will have to address at the time.

Trust Status-Supervisor Clary has a call into the Trust to clarify what amounts might be rec'd., if known. Took quite a hit for the first quarter of the year. Who knows what the market will do in the coming months, so the amounts rec'd. could be quite a bit less than they have been.

Eventective & Wedding Wire-Wendy reported that both has been paused, not cancelled. Georgi is not currently being marketed as a venue. No access to 360 video. Both will be reactivated when we tell them to do so.

LARAC Grant-need to re-think LARAC grant; they are encouraging on-line & socially distanced re-interpretations of funded events. Cannot re-direct LARAC Grant for Museum use.

Protocol for the Park-Should there be signage in the park to define social distancing, picnic table/bench use. Should Town be providing cleaning supplies for tables/benches, utilizing a hand sanitizing station? Should Wendy be handling this??

Jeff Suite at park today (06/08) to repair pipe under Museum & replace it with Pex tubing. Will also look at the broken dehumidifier to see if he can help us get it repaired; manufacturer has no one in the area to provide service. Currently, floor-based unit in Museum is set to dehumidify & is running.

Gardens-Big thank-you to Sandy Adams for doing such a beautiful job on the gardens! Peonies near restrooms are in full bloom; annuals along the slate stairway & a full array of colors in the heritage garden. Also, a big thank-you to **Highway Dep't.** for smoothing out Adams Lane & Georgi driveway.

Past Perfect Computer Program-this would still be a big asset in getting the items in the Museum catalogued. Jane Stokes would like to help research this project & also see if there is any grant funding. Supervisor Clary reported that she would also reach out to Elain Chinnian from NYS. Would have to be a grant; currently no funding at this time to purchase the program. In the meantime, the Board would like Wendy to begin to catalogue the collection with what she can work with.

Wendy reported that she was still sending & answering e-mails, taking calls and conducting tours of the grounds.

Trial Balance sheets, financial & revenues & expenditures through 5/31/2020 & Georgi Deferred Revenue-05/25/2020 were provided to the Board for review w/Clerk to Supervisor Kathy Chambers.

BANCROFT LIBRARY-had meeting on June 09, 2020. Wish to dispose of rotted picnic tables in Streeter Park; there is a dead tree behind library that needs to come down. Sue Getty leaving--currently doing interviews now for her position.

SUPERVISOR'S REPORT

Supervisor Clary informed the Board that DCO Nancy Quell's home had burned to the ground in the early morning hours last Thursday; it was a total loss. The shelter gets its power from the house; this is being worked on. The shelter does have water. Our condolences to Nancy & her family at this tragic time.

2020 Salem Central Graduation-will be held @ school in July. Tom McMorris took individual pictures of all the graduates, then put them all together for a Class of 2020 picture. The photo came out great!

NEW BUSINESS

Economic Recovery-#So Salem has been receiving donations & doing a lot around the community during this COVID 19 pandemic. Much is needed.

Two individuals from L. A. interested in purchasing Fort Salem Theatre & Central House; will be visiting soon.

Healthcare-CFO from Glens Falls Hospital, Diane Schagrue, & Hudson Headwaters, along w/Dr. Rubinstein will be meeting on Friday, 06/19/2020, w/Supervisor Clary re health care issues in Salem.

Charter Communications Franchise Renewal-Supervisor Clary pushing for certain things in this Agreement that were in prior agreement w/former Village of Salem. Town does have an Agreement for no money that will expire soon.

Teamster's Local 294-Eric has heard nothing from anyone as of yet. Contract renewal comes up in 2021

Town Board Meeting Location-Would be better to go to Proudfit Hall if Zoom has to continue. Has been great @ Town Barn but internet goes in & out. Wait to see what happens between now and next month w/numbers regarding attendance @ meetings. Really cannot physically distance @ Town Office.

Local Law for Records Management Program-still cannot hold a Public Hearing at this time so will have to be postponed until July or August.

New Retention Schedule-Local governments must adopt a new Retention and Disposition Schedule for New York Local Government Records, or LGS-1, by resolution, between August 1st, 2020, when LGS-1 is issued by NYS Archives, & January 1, 2020. The LGS-1 will supersede and replace the CO-2 (County schedule), MU-1 (city, towns, villages & fire districts schedule), MI-1 (Schedule for use by misc. local governments 2006) & ED-1 (Schedule for school districts, BOCES, County Vocational Education & Extension Boards, & Teacher Resource & Computer Training Centers-2004). This will be a single, comprehensive retention schedule for all types of local government. A model resolution & a copy of the new LGS-1 will be available on the State Archives website on August 1st, 2020.

General Fund Trial Balance-was also provided to Board for review by Clerk to Supervisor Chambers.

CORRESPONDENCE

NYS Department of Taxation & Finance e-mailed letter to Clerk Gilchrist regarding Neil Adam’s training session for Board of Assessment Review. Due to COVID-19, extension will be granted to take a class until 12/31/2020. Neil will be able to serve on Board for Grievance Day & to be counted when determining if a quorum is present.

Board of Assessment Review-Jean advised by e-mail of the new dates she will be in attendance w/the tentative assessment roll: Tuesday-06/09-9:00 a.m.-1:00 p.m.; Tuesday, 06/16-9:00 a.m.-1:00 p.m.; Wednesday, 06/17-4:00 p.m.-8:00 p.m. & Saturday, 06/27-9:00 a.m.-1:00 p.m. Dates needed to be changed because of the Democratic Primary on Tuesday, 06/23 @ Jackson Town Hall. Jackson dates needed to be re-worked; thus, changing Salem’s dates. Board of Assessment Review will meet on Wednesday, **07/01/2020, by appointment only, between the hours of 4:00 p.m.-8:00 p.m. @ Town Office, located @ 214 Main Street.**

Resolution #47-Motion made by Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to go into Executive Session @ 7:45 p.m. to discuss an employment matter. Much discussion was held among the Board members but no motions or votes taken regarding issues. **Motion made by** Councilman Marcus Blanck, seconded by Councilman Howard Law, to come out of executive session @ 8:00 p.m.

THE FOLLOWING RESOLUTIONS WERE PASSED:

Resolution #48-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, for a transfer as follows:

\$ 6,000.00
\$ 6,000.00

\$6,000 rec’d. from Greenway Grant to wedding line; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Brenda Levey; Laura Dunham; Supervisor Evera Sue Clary

Resolution #49-Motion made by Councilman Howard Law, seconded by Councilwoman Brenda Levey, for a transfer as follows:

\$ 1,000.00
\$ 1,000

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

Councilwoman Brenda Levey raised some issues she was concerned about: speeding on Main Street & Rte. 153 is terrible; there was defacing of shirt shop bldg. & USPO after the protest on Friday night, 06/12.

Motion to Adjourn-Motion made by Councilman Marcus Blanck, seconded by Councilwoman Laura Dunham, to adjourn the regular monthly meeting of the Salem Town Board; passed unanimously 5-0 by the following Board members: Marcus Blanck; Laura Dunham; Howard Law; Brenda Levey; Supervisor Evera Sue Clary Meeting adjourned @ 8:15 p.m.

Next Regular Monthly Meeting of the Salem Town Board will be held on Wednesday, July 08, 2020, location to be determined, review of Warrants #7 and Abstract # to begin at 5:00 p.m., regular meeting to begin @67:00 p.m. Bear with us, please, we are trying to figure out internet issues w/Zoom meetings!

Respectfully Submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem

****RESOLUTION #50-Motion made by** Councilman Howard Law, seconded by Councilwoman Laura Dunham, to renew a BAN-2020 in the amount of \$14,770.00 for purchase of a 2016 John Deere 624K Wheel Loader, VIN #1DW624KZAGF675195 through Glens Falls National Bank & Trust Company, by this Bond Anticipation Note Resolution #50.

ROLL CALL VOTE:

Councilwoman Brenda Levey-Yes

Councilman Marcus Blanck-Yes

Councilwoman Laura Dunham-Yes

Supervisor Evera Sue Clary-Yes

Councilman Howard Law-Yes

Said **Resolution #50** was declared adopted by a unanimous vote of 5-0.