

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
JULY 08, 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; Kimberly Erbe-Planning & Library; Adams Matthews; Anthony Kafritz-SAW; James Letts-SAW

Public Present:

Absent-Committee Heads/Members-No gatherings over 50 people due to Gov.'s PAUSE order

5:00 P.M.-Review of Warrants #7 & Abstract #7 for payment

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

Highway-Town-wide Fund Trial Balance-June 2020-Financials reviewed by Clerk to Supervisor, Kathy Chambers; questions were asked & answered by Kathy & Travis

Guest, James Letts-SAW-Rails to Trails-He is the development director at SAW. The Chazen Company did a study on the Slate Valley Rail Trail from Salem to Granville several years ago; a copy should be in the Town office. Expanding the bike path was discussed, w/4.8 miles trails into Granville by railroad tracks (railroad bridges). James has worked w/Elain Chinnian of NYS Parks & Rec on other trail projects that have been very well received in other areas. He thought there was only one landowner involved, but Kathy Chambers told him they own property along this area & no one had contacted them on what Chazen wished to do. There is flooding along the railroad bridges on County Route 153 & the landowners along this route have not been notified of anything moving forward, explained Councilwoman Laura Dunham, who also lives along this area. James will get copies of the study to the landowners. James will also try to set up a virtual meeting w/Paul Cummings from Chazen in the next week or two.

Approval of Minutes-Motion made by Councilman Howard Law, seconded by Councilwoman Laura Dunham, to approve the regular monthly meeting minutes from June 10, 2020, w/change to add Resolution #50 at the end of the June minutes (BAN renewal on the wheel loader); passed unanimously 5-0 by the following Board members: Howard Law; Laura Dunham; Brenda Levey; Marcus Blanck; Supervisor Evera Sue Clary

Approval of Warrants #7 & Abstract #7 of 2020 for payment-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, to sign & pay Warrant #7 & Abstract #7 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

Fire House on South Main Street-Will need an appraisal on the firehouse building by Adam Matthew's garage before putting property out to bid. Adam reported that he found out the Reverter Clause in the deed from the 1800's into the Village of Salem would be null & void if the clause had not been renewed every 30 years, which it has not. The Clause currently states that if the building ceased to house a fire truck or fire equipment, the building would revert back to heirs of General John Williams. Adam would be very interested in bidding on said building. **Motion made by** Councilman Howard Law, seconded by Councilwoman Brenda Levey, to secure an appraisal on the building and then proceed with bid/sale listing of fire station property. Passed unanimously 5-0 by the following Board members: Howard Law; Brenda Levey; Marcus Blanck; Laura Dunham; Supervisor Evera Sue Clary

Second Motion made by Councilman Howard Law, seconded Councilman Marcus Blanck, to send a letter to the Salem Volunteer Fire Department, Inc., informing them that the building would be going out to bid/sale after the appraisal was completed. The contents that belong to the Fire Department would have to be removed at that time; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Laura Dun-

ham; Brenda Levey; Supervisor Evera Sue Clary

Third Motion made by Councilwoman Laura Dunham, seconded by Councilman Howard Law, instructing Supervisor Evera Sue Clary to add liability insurance coverage on the building; the Salem Fire Dep't. has contents insurance on their items inside the bldg. Passed unanimously 5-0 by the following Board members: Laura Dunham; Howard Law; Marcus Blanck; Brenda Levey; Supervisor Evera Sue Clary

Highway-Travis reported that the crew had started filling the fire wells; he will contact the private owners about filling those. Will swap work/materials with the Town of Jackson as their crew brought chloride to Salem. Spectrum wants approximately \$7,000 to hook up the Town Barn, Town Office & Water Barn (proposal was sent to Travis). Finally got the mower & tractor to stay together; have completed the first round of mowing & second round is beginning. Grading roads & graveled Riley Hill Rd. Did some work on end of Blind Buck Rd.; hoping to meet w/telephone company on the section that needs to be tiled. Chloride has been put down when requested, but it has been too dry to work well. Trying out a salt/chloride mixture that has helped some & is cheaper. Have begun putting in culverts; winter sand all put up in the pit. "No Parking" signs have been put up at both covered bridges. No news yet on pick-ups. Report will be filed.

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. 316 meters in service; regular upkeep/maintenance performed; did couple mark-outs for Dig Safe. Water tank communication issues fixed. Mark Rotes 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. 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. 2nd quarter iron & manganese testing done. All water mapping has been completed; talked w/Rural Water & it looks like we have been moved up to this year w/the Diamond Mapping. All info is in & the maps are just about done. Rural Water is planning on giving final draft to the DOH on 07/06/2020, with expected date to us being the end of August. Working w/Rural Water on trying to update some information for the office & trying to stay one step ahead of the 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. Travis reported the ladder railing going up the tank was not up to OSHA standards. Salem Fire Dep't. & other departments have been performing drills w/hydrants.

July 08, 2020 report will be filed.

SALEM FIRE DEPARTMENT-Chief Graham absent; report provided. 11 calls for June, 2020: 9-Salem (1-mulch pile fire; 1-good intent call; 1-service call; 3-EMS assist; 3-fire alarm activations
Mutual Aid Calls: 1-Cossayuna (structure fire); 1-Hebron (MVA)

Training: Pump training; portable pump & fire hydrant training; OSHA mandates: Gear inspection (had to replace three sets of turn-out gear); hydraulic tools all passed; Air bags (2 air bags failed & were taken out of service)

Apparatus Repairs: Attack 441-brakes & pipe on pump leaking water; ER 443-door latch broke; oil leak; air conditioner not working

Total Hours for year-2,614

June report will be filed.

GEORGI MUSEUM & GROUNDS-Wendy would like to apply to Glens Falls National Bank Community Support for a \$1,000 grant toward support of collections management (i.e. Past Perfect, research via Jayne Stokes, Mark Lawson or Christopher Daly). **Resolution #51-Motion made by** Councilman Howard Law, seconded by Councilman Marcus Blanck, granting permission for Wendy Bordwell to apply to Glens Falls National Bank Community Support for a \$1,000 grant to be used toward support of collections management;

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

Wendy would like Board approval to apply to Stewarts Community Support for \$1,000, also towards support of collections management. **Resolution #52-Motion made by** Councilman Marcus Blanck, seconded by Councilman Howard Law, granting permission for Wendy Bordwell to apply to Stewarts Community Support for \$1,000 grant to be used toward support of collections management; passed unanimously 5-0 by the following Board members: Marcus Blanck; Howard Law; Brenda Levey; Laura Dunham; Supervisor Evera Sue Clary

Wendy would like Board approval to apply for \$5,000.00 to Stewarts Covid Relief Fund, intended to provide general operational support to tax exempt entities that lost revenue due to cancelled events, lost fundraising, and/or other income (weddings). **Resolution #53-Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, granting permission to Wendy Bordwell to apply for \$5,000.00 to Stewarts Covid Relief Fund, on behalf of the Town of Salem, for reasons stated above; passed unanimously 5-0 by the following Board members: Laura Dunham; Brenda Levey; Marcus Blanck; Howard Law; Supervisor Evera Sue Clary

Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, to have Bob Wallace, our computer guru, program the new laptop computer w/Office 365 (approximately \$300-\$500);

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

Upcoming Meeting-Meeting scheduled w/Elaine Chinnian for Monday, 07/13/2020, @ 4:00 p.m. @ the Georgi Laura, Sue & Wendy will be in attendance.

LARAC Report-Wendy has submitted an interim report to LARAC that defines Georgi's desire to hose an outdoor, drive-in style concert, tentatively scheduled for 09/10/2020, with a rain date of 09/17/2020. This will all be COVID contingent. What would rule for Park be, bathroom safety/cleaning & crowd oversight? Will wait for final Board approval/denial in August, based on virus data at that time.

Purchase of Past Perfect Program-Once again to do the job properly and have all information entered in one place in one system, Past Perfect is critical to entering all the necessary Georgi collection information, membership info, & all other needed information in one place. Cost is approximately \$1650-\$1800. Quarterly payment of \$6,210 was received from the Trust (principal & interest). Could the Board please consider this again? (No action taken at this time).

Flag @ Georgi-It is looking like it needs replacing—the sooner, the better! Councilwoman Brenda Levey volunteered to be the “keeper of the flag”. Thank you, Brenda!

COURTHOUSE-Janice Quartararo is currently on furlough due to COVID; no report

SEWER COMMITTEE-Laura Dunham emailed everyone information from -6/30/2020 Zoom meeting. Candace Balmer is from the Rural Community Assistance Program (RCAP), which is a regional branch of the federally funded national not-for-profit that provides no cost help to communities considering/planning a water/waste-water treatment system. Income surveys are vitally important to the process as the survey will help determine the amount of funding/grants that might be available to the community. Salem will need to apply for multiple types of grants & each will have its own income threshold. The survey only looks at renter/single homeowner income; it does not look at business owner income, unless the owner lives in the building. RCAP would follow the steps for the income survey (mailing w/cover letter; 2nd mailing; door to door visits if no response has been rec'd.); they are currently out of funding but hope to hear by August if they are going to be re-funded.

The Laberge Engineering Report would have to be updated to current/future standards, which would require an Agreement & would cost \$2,500.00 to be billed incrementally or at a future date. Questions was asked of Laura what would happen if three years down the road the report needed updating again--what would the cost be at that time--another \$2,500 or more--and how many times would Delaware anticipate updating the report? Laura told the Board she would ask that question & get an answer. No vote taken to approve the update now.

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Motion made by Councilman Howard Law, seconded by Councilwoman Brenda Levey, to move forward w/the Income Survey; passed 4-1 by the following Board members: Howard Law; Brenda Levey; Laura Dunham; Supervisor Evera Sue Clary, w/Marcus Blanck voting no.

Motion made by Councilwoman Brenda Levey, seconded by Councilman Howard Law, to proceed w/the initial steps as listed in the Committee Report minutes; passed 4-1 by the following Board members: Brenda Levey; Howard Law; Laura Dunham; Supervisor Evera Sue Clary; w/Marcus Blanck voting no.
Report will be filed.

Memorial & Veterans' Park-Heather Bellanca submitted report to all Board members from 06/18/2020 meeting, held at the park. Unfortunately, the outline of design was not mowed properly by lawn mowing crew. As a result, the brick paths & memorial circle will have to be painted to indicate where the mowers should mow. Nancy Hand Higby resigned & the committee regrets her loss. It was agreed that a long-range five-year plan should be developed w/an understanding of the landscape & environment, including community education. Work on design/sale of bricks will continue to be worked on. Next Mtg.: Monday, 07/06/2020 @ park. Report will be filed.

Planning Board-Clerk Kim Erbe reported that there was one Site Plan Application for construction of a garage & a shop addition on Steele Road. Future meetings will be held in Proudfit Hall beginning w/06/25/2020 mtg.

Bancroft Library-Kim also reported that Lori Stokem has been hired as the new Library Manager. Congrats to Lori; she will do a great job!

SUPERVISOR'S REPORT-Supervisor Clary reported the \$10,000 recent bequest to Bancroft Public Library had been rec'd. deposited.

A Public Hearing will need to be scheduled for 6:00 pm @ the August 12, 2020 monthly meeting of the Town Board providing for the creation of a Records Management Program. **Resolution #54-Motion made by** Councilman Howard Law, seconded by Councilwoman Laura Dunham, to put a Legal Notice in the newspaper regarding the Public Hearing on creation of the Local Law for Records Management; passed unanimously 5-0 by the following Board members: Howard Law; Laura Dunham; Marcus Blanck; Brenda Levey; Supervisor Evera Sue Clary.

NEW BUSINESS

Graduation Banners-Supervisor Clary reported that 3' x 5' banners had been ordered by parents of the 2020 graduating class; they will hang from NYSE&G poles. Needed hardware to hand has been ordered, also purchased by parents. Possibility that Willy Linendoll will put up in time for graduation; who will take down?

Economic Recovery-Phase 4-Thanks to everyone who is following COVID-19 protocol, both individuals & businesses. Not an easy time but we all need to do what we can to protect each other.

COVID-19 & REVIEW OF BUDGET-No word yet on how much or if anything of the \$132,000 dissolution money will be rec'd. in October. Looks likely that something will be rec'd. per Supervisor phone calls to both Carrie Woerner's & Betty Little's offices.

Clerk to Supervisor Kathy Chambers reported that review of both the General Acc't. & Bancroft Trust Acc't. would be reviewed at the monthly August meeting.

Rural Healthcare-Meeting held w/Glens Falls Hospital & Hudson Headwaters, with Supervisor Clary & Rob Southerland to keep informed. Glens Falls Hospital became part of Albany Med on July 1, 2020. The Health Center in Whitehall will be re-opening for two days/week.

OLD BUSINESS

PARK-Review of electric bills from NYSE & G--any savings from new lights installed in the Park? Really hard to tell from the billing statements & how everything is listed. **Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to purchase new light bulb to replace the broken one in the Park;

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

REVAL THROUGH COUNTY GRANT-On hold for now due to COVID-19.

CORRESPONDENCE

Letter rec'd. from Carolina Eastern-Vail, Inc.-They have been a valued member/supporter of the Salem community for over 30 plus years, providing long-term careers to many residents of the community. Main goal it to provide safe products to the ag community, w/nothing being more important than the safety & well being of their employees, customers, & valued members of the community. They are currently, & always have been, up to code & follow all County, State & Federal regulations regarding Agricultural Input Products. Safety protocols/spill response plans are up to date & on file w/Salem Fire Dep't. The only products stored at the Rte. 29 facility in Salem are Ag Limestone, bulk fertilizer & small grain seeds housed in grain bins. No hazardous materials to be of any concern & all materials are housed following the proper guidelines. Thank-you to the Salem community for allowing Caro-Vail to be a contributing business to the town. Without community support, we wouldn't be able to achieve over forty years in business & we value the ability to aid our local farmers in producing abundant, healthy & safe food for our surrounding communities. Letter will be filed

Snow & Ice Removal Contract-Resolution #55-Motion made by Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, for Supervisor Evera Sue Clary to execute the Snow & Ice Removal Contract for payment for the second half of the 2019-2020 snow removal season; passed unanimously 5-0 by the following Board members: Laura Dunham; Brenda Levey; Marcus Blanck; Howard Law; Supervisor Evera Sue Clary

PUBLIC COMMENT

Councilwoman Brenda Levey reported that signs re police brutality are being glued to different surfaces in & around Town--the community bulletin board outside the library; NYSEG & Verizon poles; mail box outside the Post Office, which is a federal offense. The box had to be replaced by the USPS. Very hard to remove since they are glued; it is also illegal to place on NYSEG & Verizon poles w/o permission.

Motion to Adjourn-Motion made by Councilwoman Laura Dunham, 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: Laura Dunham; Marcus Blanck; Howard Law; Brenda Levey; Supervisor Evera Sue Clary Meeting adjourned @ 9:00 p.m.

Next Regular Monthly Meeting of the Salem Town Board will be held on Wednesday, August 12, 2020, at the Highway Garage on Rexleigh Road, review of Warrants #8 and Abstract #8 to begin at 5:00 p.m., regular meeting to begin @ 6:00 p.m. May have gatherings of up to 50 people now per Gov.'s Executive Order.

Respectfully Submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem