

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
SEPTEMBER 09, 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; Rebecca Brown-Water & Library; Al Cormier-Deputy Historian/Records Mg't.; Herb Perkins-Sewer Comm./Courthouse

Public Present: Mary Beth Bianconi-Delaware Engineering; Kay Tomasi; David Glover-Salem Central School; Jessica Roesel

Absent: Eric Rogers-Water Dep't.; Janice Quartararo-Courthouse; Judy Flagg-Historian; Bob Graham-Salem Fire Dep't.

5:00 P.M.-Review of Warrants #9 & Abstract #9 for payment

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

Opened Public Hearing on Local Law #1 of 2020-“A Local Law to Provide for Parking Regulations on Certain Town Roads”. Clerk Gilchrist read Legal Notice & Local Law for those present. Supervisor Clary asked three (3) times if there was any discussion/objection to the passage of Local Law #1 of 2020; there was no response any of the three (3) times.

Resolution #60-Motion made by Councilwoman Laura Dunham, seconded by Councilman Howard Law, asking for passage of Local Law #1 of 2020; passed unanimously 5-0 by the following Board members: Laura Dunham; Howard Law; Marcus Blanck; Brenda Levey; Supervisor Evera Sue Clary
Supervisor Clary closed the Public Hearing on Local Law #1.

Approval of Minutes-Motion made by Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to approve minutes from July 08, 2020 meeting; passed unanimously by the following Board members: Laura Dunham; Brenda Levey; Howard Law; Marcus Blanck; Supervisor Evera Sue Clary

Motion mad by Councilman Howard Law, seconded by Councilwoman Laura Dunham, to approve the August 12, 2020 minutes w/the following changes: Highway Sup't. Travis Keys checking on cost of duck work in the shop @ Town Barn; didn't need a motion to advertise for the same at this time. Should read: Sup't. Keys checking into prices, etc. on duck work in the shop @ the Town Barn to improve heating & cut down on cost of the same. Would like to put the same out to bid at some point in the future, depending on budget situation.

Cost of Spectrum proposal for Highway Garage & monthly increase in cost for Town Office, Highway Garage & Water Barn was changed. Approved unanimously 5-0 (as stated above w/corrections) by the following Board members: Howard Law; Laura Dunham; Brenda Levey; Marcus Blanck; Supervisor Evera Sue Clary

Approval of Warrant #9 & Abstract #9 of 2020 for payment-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, to sign & pay Warrants #9 & Abstract #9 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

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; 315 meters in service; regular upkeep/maintenance performed; did couple mark-outs for Dig Safe. Meter read loaded, just need to do the read. 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 & rec'd. from Diamond Mapping; this will be a great addition to the system to help w/records & servicing upkeep on the water. Cleaning of Well #3 was done in August; everything went well. New tests will need to be done in 1st & 2nd quarters of next year, according to NYSDOH new regulations. Around \$1,000 each time; if all is good, will only need to test two times (\$2,000). If there is a problem or DOH sees

something they don't like; testing would have to be done four times for a cost of \$4,000. Travis would like a line item in the 2021 Budget for \$4,000 just in case it was needed; no way to tell at this time. Eric started back on Tuesday, 08/07, after being out a little over half a month w/ a minor health issue. Howard Law was trained to do water checks if there was a time that Travis could not do them while Eric was out. Eric thanked both Travis & Howard for covering the water while he was out. Hydrant flushing will begin week of 10/12-10/16. Put notice in Eagle newspaper for three weeks. Pumping will be done after flushing to get ready for the winter months. Cost of bringing ladder @ water barn up to OSHA standards will be approximately \$10,000 according to 1st estimate Travis rec'd. Town is 100% liable if someone get hurt up there currently; **Monthly report for August, 2020 will be filed.**

Highway-Travis reported that it had been a slow month, with only three guys working; working on some of the smaller dirt roads, hauling gravel & building them up. One fire well left to fill in, then that project will be completed. Ken Liebig started full-time tree weeks ago; Ed Miller helping out part-time mowing road sides. Many projects that will have to be put off until next year as time is running out for 2020. Have had several shop days working on trucks & equipment; all trucks up for NYS inspection in October so crew will have to take time to make sure vehicles are in shape for the inspections & winter months. As of Thursday, 09/03, CHIPS, Pave NY, etc., funding was cut by 20%. This leaves a lot of unanswered questions; I have asked the questions but as of today, have rec'd. no answers!!

Crossing Guard-not mandated to have one & school cannot pay for one as crossing is not near or on school property. No response yet to the first two-week ad in the Eagle; Mr. Glover will announce @ school that Town is looking for someone, as well as a second Help Wanted ad in the newspaper for another two weeks.

Monthly report for August, 2020 will be filed.

Planning Board-Clerk Kim Erbe reported that there was nothing rec'd. yet for September's meeting on 27th; the 10th would be last day to file paperwork for this month's meeting.

Kim asked if there was any way the zoning map could be scanned in on the Town's web page; it is currently very large & won't fit. Heather Weller @ Washington County Real Property might be able to help with this; Mary Beth Bianconi from Delaware Engineering said they could do it if Washington County could not; thank you, Mary Beth!

Solar Moratorium-can be extended for another six (6) months due to COVID-19 situation in the country & fact that no meetings could be held from March-June. Clerk Gilchrist checked this out w/Attorney Wrigley.

Resolution #61-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, to extend the current Solar Moratorium, originally passed as Local Law No. 4 of 2019, for another six (6) months from September 12, 2020 to March 12, 2021. Due to COVID-19 pandemic in country, no meetings were held from March to June, preventing the Planning Board from working on any solar regulations for the Town of Salem; passed unanimously 5-0 by the following Board members: Howard Law; Marcus Blanck; Brenda Levey; Laura Dunham; Supervisor Evera Sue Clary

Courthouse-Janice absent; report emailed. Courthouse will re-open part-time, beginning Monday, 09/14 for Monday & Tuesday 9 am-2pm; Wednesday from 10 am-2pm. Janice working 20 hrs./wk.; Aggy Duveen, part-time assistant, is still on furlough. Katrin Waite will be exhibiting artwork in a free & open reception from 5-7 on Thursday, 09/10. Masks will need to be worn, with social distancing practiced, entering through front door, exiting through the back door.

Dan Shulman Concert-Saturday, 09/12, will be opening performance @ 7 pm. Masks required. Rebecca Cormier Jeffreys will be playing the flute. Maximum attendance is 50; tickets are \$20. New seat cushions are in all 54 pews upstairs.

2021 Budget-Process of creating 2021 Budget; with uncertain times who knows what 2021 will bring! Will be holding Jail Bail fundraiser in October (Scott Rishell heading this up; hopes to raise \$10,000 doing this), numerous Ghost Hunts, annual Appeal Drive & a raffle for a two-night stay in Lake Placid. Operating budget is \$265,000 for end of August; confident that by cutting expenses, we will not fall behind.

Carrie Woerner Grant-Finally in 3rd & final Audit Review for the \$125,000 grant; began process in April, 2018. Hoping to have closure & funds by end of 2020.

Summer Reading Program 2020 @ HSC Community Center-K-3rd graders, only in Salem School District; two sessions were held: Monday/Tuesday & Wed./Thurs from 9-11 am each day. Eight children attended each session for a total of 16. Salem teachers planned & developed this pilot program; teachers involved were Paula Bourgeois, Valeda McLenithan, Treavor LeBlanc & Stacy Parker. Salem Rotary Club & Rotary Foundation provided the funding for the teachers' salaries for the five-week period. Charles R. Wood Foundation, Stewarts Shops & individual donors, including donations in memory of James Tomasi, Henry Oswald & James Carr provided funding for all other salaries & expenses. Kim Gariepy & Becky Potter did additional reading activities for the children. Salem Stewarts & Donna Burch gave us snacks for the kids. Graduating seniors were also employed as counselors. The weather co-operated so all five weeks was able to be held outside under tents. Hopefully, something like this can be held next summer or possibly throughout the year.

Film & Photography Class-was held for students in grades 7-9. Class was taught by a local Cornell student, who rec'd. a Cornell Connect Serve in Place grant to implement the program. Students observed their town & surroundings through short films, photo essays, poetry & other art forms. All were combined into a compilation video showcasing their work at the end of the program.

Workshop for 10-13 year old's-learned about plant science, art, gardening, candle making, sewing & ceramics w/Gabi Moore & Zena Pesta.

Food for Kids-In conjunction with Salem Central School, Salem Rotary Club, Salem Food Pantry, Northeastern Food Bank of NY & Battenkill Kitchen continued to provide food to 36 children in the Salem School district to for eight weeks. A week's work of food was given to each child. Community Garden was also open & several residents rented plots to grow their own vegetables.

Salem Sewer Study Committee-Supervisor Clary reported that Kay Tomasi, who was present @ the meeting, wanted to join the committee. **Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to appoint Kathryn L. Tomasi to the Salem Sewer Study Committee; approved unanimously by the following Board members: Laura Dunham; Brenda Levey; Marcus Blanck; Howard Law; Supervisor Evera Sue Clary; Laura Dunham resigned from the Committee.

Herb Perkins asked if everyone had rec'd. his email; no one had. No copy of RCAP's agreement rec'd. from Herb; he will get all info to Board members re RCAP's Agreement, which will also need to be signed. Candace Balmer, from RCAP Solutions, can attend the Town's October monthly meeting. RCAP has previously been funded by the federal gov't.; they are **not currently** funded by federal gov't. but hope to be reinstated.

Delaware Engineering-Herb introduced Mary Beth Bianconi, who has been working w/the committee over the past several months. Several questions still remain unanswered; there are six basic questions & the Board, etc. has that hand-out. None of these information gathering activities required the Town commit to a sewer project at any time. Mary Beth reported that there were three income levels, w/Town of Salem falling into the median household income, which is just above the hardship (0% interest) level. Would need to figure out the total area that will be served from the project first. Supervisor Clary read a letter from the Chamber of Commerce in favor of continuing/moving forward with the project. Kay Tomasi also expressed her concern that the Town needs this sewer project for any businesses to move forward or move in.

Mary Beth reported that the Engineering Study, done by Laberge, would need to be updated, more from the engineering side than anything. White Creek issues & the affect of project on the Creek is a big item. The NYS average cost of sewer fees/debt service is around \$900/household. The Town would certainly need grants--not just a 0% loan; a Plan of Finance would be needed (to use as little of Town's funds as possible). Mary Beth answered questions & provided insight as to what would be done, explaining that there would be **no cost to the Town** for gathering the required information. Engineer will conduct the following work:

- 1.-Confirmation of Project Concept-working w/Committee, confirm service area, phasing, regulatory & environmental factors, preliminary technology selection, cost estimating & finance models, & plan of finance.

- 2.-Assist RCAP Solutions w/conduct of an Income Survey through providing mapping & tabular lists of properties within the service area to be surveyed.
- 3.-Finalize Engineering Report-prepare a letter amendment that outlines confirmed project concept & updates report to conform to financing programmatic requirements
- 4.-List project on the Federal Fiscal Year (FFY) 2021 Intended Use Plan (IUP) for the Clean Water State Revolving Fund (CWSRF) by September 21, 2020 so that the project can be ranked & scored but w/o commitment by the CLIENT to advance the project.
- 5.-Prepare applications for grants and low-cost financing for project in accordance w/plan of finance
Term of Agreement ends on 08/31/2021, unless extended by mutual written agreement.

Board was concerned about the \$2,500 to upgrade the engineering report; Mary Beth said no money would be due. If financing for the project is not determined by 08/31/2021, CLIENT shall not be liable for payment. She also responded that if financing was determined, money could be used from the grant to pay this fee. Supervisor Clary asked for a Resolution, asking the Town Board for approval for her to sign the Professional Services Agreement w/Delaware Engineering as described in Part 1, & for the Committee to proceed, at no cost between the Town of Salem & Delaware Engineering.

Resolution #63-Motion made by Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, Instructing Supervisor Evera Sue Clary to sign the Professional Services Agreement w/Delaware Engineering at no cost to the Town of Salem from Delaware Engineering. **Roll Call Vote:** Councilwoman Laura Dunham-Yes; Councilwoman Brenda Levey-Yes; Councilman Marcus Black-No; Councilman Howard Law-Yes; Supervisor Evera Sue Clary-Yes; passed 4-0

Salem Memorial & Veteran's Park-Laura reported one bid was rec'd. for the Park from Mandy Springs for Phase II-patio w/memorial pavers (bricks) in circle design. Total bid was \$9,846.42; Laura will take this back to the Committee. Two memorial benches have been donated and will be worked into the design.

Historian's Report-Deborah Lindsay is looking for information on Audubon's; Linda Lewis & Al sent what they had. Al has written an article for the Eagle on the Anniversary of World War II & Frankie Clark's boxing career.

Historic Preservation-Ft. Salem Theatre has been sold, as well as the Majthenyi home; building next to Hardware Store has been sold (that housed Fred's Sub Shop, owned prior by David Skulnick). Work on White Church continues—windows, deck, ramp. Ed Donoghue need an update on Certificate of Appropriateness.

Records Mg'mt.-Working on disaster plan--guidelines for each department head. Clerk Gilchrist reported to Al that NYS had sent the new LGS-1 retention schedule to her; no need to photocopy one for Town Office.

DCO-No report

GEORGI MUSEUM & GROUNDS-Meeting notes were provided by Councilwoman Laura Dunham from the **SUPERVISOR'S REPORT**-Supervisor Clary reported there are still issues along the Battenkill River.

Shushan Bridge over County Rte. 61—stone façade or cathedral design; possibility of lighting on bridge. *Repairs will begin in 2021.

NEW BUSINESS

Insurance Renewal-Cost of flood insurance for only 181 Main Street (Proudfit Bldg.) is over \$3,000. Delaware Engineering works closely w/NYMIR; Mary Beth said cost probably in range of \$20,000 or a little less for flood insurance alone on Town bldgs. That need coverage for flooding.

No quote sent from Petrasano Insurance Co.

2021 Budget Meeting-First Budget Meeting for 2021 Budget will be held on 09/23/2020 @ 5:00 pm in Proudfit Hall

Water Usage Invoices Template-Change address in system for water usage bills to a new Post Office Box set up just for these payments so they don't come in to the Town Office. Rebecca indicated this was no problem.

Sidewalk Maintenance/Ditching-Work needs to be done on Vale Street; by Michael Eastman’s house; front of Salem Hardware (Kim’s mom fell there).

Bancroft Library Funding Grant-Original grant had boiler, roof, windows; windows were removed & applying again for grant for windows. Grant would be around \$4,200.

Resolution #63-Motion made by Councilman Howard Law, seconded by Councilwoman Brenda Levey to include the amount of \$2,846.10 in 2021 Budget as Trust share for window replacement; passed unanimously 5-0 by the following Board members: Howard Law; Brenda Levey; Marcus Blanck; Laura Dunham; Supervisor Evera Sue Clary.

Certification of ten-year use of Bancroft Library Board of Trustees w/T/O/S as Trustees of the Benjamin Bancroft Trust-Resolution #64-Motion made by Councilman Howard Law, seconded by Councilwoman Brenda Levey, that the Library has use of the space they now occupy in the Bancroft Building for a period of ten (10) years; passed unanimously 5-0 by the following Board members: Howard Law; Brenda Levey; Marcus Blanck; Laura Dunham; Supervisor Evera Sue Clary

OLD BUSINESS

Spectrum Proposal-Cost to set up Spectrum internet @ Water Barn is \$99, then \$225/month. Check w/Washington County to see what cost is w/whomever they use.

Census 2020-Deadline is fast approaching; deadline has been moved September 30, 2020! Everyone needs to be counted!!

Town of Salem Firehouse Bldg.-Supervisor Clary reported that a certified appraiser was not needed; she will contact Chris Preble to do an appraisal. **Roll Call Vote on Sealed Bid or Auction:** Councilwoman Laura Dunham-Sealed Bid; Councilwoman Brenda Levey-Sealed Bid; Councilman Marcus Blanck-Sealed Bid; Councilman Howard Law-Sealed Bid; Supervisor Evera Sue Clary-Sealed Bid; passed unanimously 5-0 for a sealed bid when the time come to advertise building as surplus and list for sale.

Resolution #65-Motion made by Councilwoman Laura Dunham, seconded by Councilman Howard Law, declaring a six-hour day for NYS Retirement for Jeanne Gilcrest, Deputy Town Clerk; passed unanimously 5-0 by the following Board members: Laura Dunham; Howard Law; Brenda Levey; Marcus Blanck; Supervisor Evera Sue Clary

Resolution #66-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck for an increase as follows:

A7310.4-Salem Youth Programs	\$ 1,750.00
A8810.4 Cemeteries-Contractual (Mowing)	\$ 1,750.00

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

PUBLIC COMMENT-Councilwoman Brenda Levey asked if there was a noise ordinance in the Town-No She feels that the Town needs speed limit signs up on County Route 153; Williams Street. People are driving much too fast. Grate in front of Bob Hunter’s house is constantly filling in; it then overflows and runs all over Bob’s yard and/or into his cellar. Travis will check to see if he can get help unplugging the same

Motion to Adjourn-Motion made by Councilman Marcus Blanck, seconded by Councilman Howard Law, to adjourn the regular monthly meeting of the Salem Town Board; passed unanimously 5-0 by the following Board members: Marcus Blanck; Howard Law; Brenda Levey; Laura Dunham; Supervisor Evera Sue Clary Meeting adjourned @ 9:10 p.m.

Next Meeting will be the first 2021 Budget Meeting to be held on Wednesday, September 23, 2020, at Proudfit Hall; 181 Main Street; beginning at 5:00 p.m.

Regular Monthly Meeting of the Salem Town Board will be held on Wednesday, October 14, 2020, in Proudfit Hall; 181 Main Street, beginning @ 5:00 pm for review of Warrants #10 & Abstract #10 for payment; regular monthly meeting to begin @ 6:00 pm.

Respectfully Submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem

*Repairs should be replacement—corrected @ 09/23/2020 Budget Workshop meeting @ request of Supervisor Evera Sue Clary; passed unanimously 5-0 by Town Board members.