

FIRST BUDGET WORKSHOP MEETING-2021

SEPTEMBER 23, 2020

5:00 p.m.-Supervisor Evera Sue Clary called the workshop meeting to order, followed by Pledge of Allegiance

Present: Supervisor Evera Sue Clary; Town Council Members: Howard Law; Marcus Blanck; Brenda Levey; Laura Dunham; Town Clerk-Patricia Gilchrist; Clerk to Supervisor-Kathleen Chambers

Others Present: Travis Keys-Highway; Wendy Bordwell-Georgi; Rebecca Brown-Water Clerk/Library; Deputy Town Clerk-Jeanne Smith

Public Present: Sandy Harvey; Ashleigh McMorris; Melissa Davidson-Northern Insuring

Supervisor's Report-Supervisor Clary emailed everyone notice from NYS Comptroller's Office regarding the amount of expected State aid payment for the annual Citizens Empowerment Tax Credit (from Dissolution), which will represent 80% of the normal payment of \$133,047 or \$106,437.60 to be rec'd; 20% of the payment will be withheld. This is payment for 2020, which was budgeted for \$133,047--cut of \$26,609.40.

Proposed Budget for 2021 for Salem Volunteer Fire Department, Inc.-Joe Wever emailed everyone the Fire Department's proposed 2021 Budget; they are asking the same amount as 2020 or \$168,202 No increase this year.

Shushan Volunteer Fire Company-Councilman Howard Law gave Supervisor Clary request from Shushan Fire Company for 2021.

NEW BUSINESS

Ashley McMorris (Brad Lohret); NYS Rte. 29 business-Loads of scrap metal piling up (refrigerators, etc.); Ashleigh explained that due to COVID-19, they have not been able to move much out. There is a partial fence up & more is being added. Town has rec'd. several complaints since March; they are doing the best they can.

This is their livelihood. Looked into having someone come in to move the metal but cost was too much; they wouldn't make enough to make this worthwhile. Both are working on moving out some of the metal piling up as soon as they can find someone/somewhere to take it. They will work w/Supervisor Clary.

Snow & Ice Removal Agreement-Sup't. of Highways Travis Keys needs a Resolution to sign the 2020-2021 Snow & Ice Removal Agreement w/Washington County Dep't. of Public Works, certified by Town Clerk, Patricia Gilchrist. **Resolution #67-Motion made by** Councilman Howard Law, seconded by Councilman Marcus Blanck, instructing Superintendent of Highways Travis Keys to execute an Agreement with the Superintendent of Public Works of the County of Washington for plowing, sanding, and removal of snow on State roads during the winter season of 2020-2021 at the hourly rates fixed by the NYS Comptroller in his supervision of municipal accounts for rental or hiring of such machinery, tools, or equipment by the Town of Salem. The Town of Salem must receive approval from NYSDOT before doing any snow removal and must provide the Superintendent of Public works of the County of Washington proof of insurance, for working in the right-of-way, on all vehicles involved in their State snow and ice removal operations. **Roll Call Vote:** Councilman Howard Law-Yes; Councilman Marcus Blanck-Yes; Councilwoman Brenda Levey-Yes; Councilwoman Laura Dunham-Yes; Supervisor Evera Sue Clary-Yes; passed unanimously 5-0

Inventory of Highway Machinery, Tools, & Equipment-Superintendent Travis Keys provided Clerk Gilchrist with the current inventory of the highway department's machinery, tools & equipment for filing according to highway law S142(3), completed on 09/23/2020. Clerk Gilchrist will file in Town Office.

Phoenix Lab Report-received monitoring the Landfill; report looks good & will be filed.

Budget 2021-Melissa Davidson, from Northern Insuring-Lead Insurer being NYMIR, w/Travelers for Crime-was present to review the new insurance policy for the Town of Salem for period 10/06/2020-10/06/2021. Total cost for renewal (minus flood insurance on Town bldgs.) is \$36,222.84. Cyber Insurance is now required @ a cost of \$753.50 (included in premium). Zones A & B are state mandated flood zones; flood insurance for Georgi Museum, only bldg. in Zone A, which means flood insurance is required by Flood Disaster Protection

Act of 1973, would cost about \$7,098. Flood insurance on Courthouse would be \$2,926 (not rated in flood zone), & for Bancroft Bldg. cost would be \$3,806 (also not rated in flood zone). Community Rating System is based on tiers of involvement as to how much you do to prevent flooding. Fire Dep't. bldg. by Adam Matthews garage has been added; Travis advised there were a total of 78 hydrants. Asked for break-out for Georgi costs, as that will be paid by trust. There is a \$1,000,000 worth of coverage for fine arts under inland marine. Rebecca Brown asked if there was any coverage for fine arts for Library; there is not.

Policy reviewed by Board w/Melissa; questions asked & answered. After discussion about cost and not knowing where anything else will stand money wise in 2021 the Board made the following motion:

Resolution #68-Motion made by Councilwoman Laura Dunham, seconded by Councilman Howard Law, to accept Northern Insuring as Broker, with changes discussed, including break-out for insurance costs for Georgi Museum/Community Room/Grounds, & without Flood Insurance coverage at this time for Georgi Museum, Courthouse & Bancroft Building (flood insurance could be added at a later date if money is available); passed unanimously 5-0 by the following Board members: Laura Dunham; Howard Law; Marcus Blanck; Brenda Levey
Supervisor Evera Sue Clary

Georgi-Supervisor Clary reported that the quarterly payment was rec'd. on 09/16 in the amount of \$6,210.

Wendy emailed all paperwork for the 09/09/2020 Board meeting, but it was decided to discuss at this meeting. Wendy will be leaving or limiting her time as of June, 2021. Possibility of splitting job into two parts: 1.-Museum/Administrative; 2.-Events/Rentals & Facility Oversight. Could hire new Coordinator immediately, w/Wendy staying on while training this person. Would reduce time/salary in June but stay on @ 5 hrs./wk. to oversee things as new person gets acclimated. Maintain this structure for a year or so & review matters at that time. Hire new Coordinator now, remove Wendy's salary/position. If questions arise, Wendy would charge an hourly consultant's fee of \$25/hr. as needed per diem. Hire new Coordinator to begin in June; she will be done. Wendy will complete the Past Perfect project prior to leaving, but the next person needs to know how to use the system properly. Should Trust be petitioned every year for more money to do capital projects??

Alan Wrigley supposed to advise on "Friends of the Georgi" not-for-profit structure & offer COVID language for Rental Contract.

Stewarts has provided \$2,000 of COVID relief (for general operating expenses); would Supervisor send thank-you to them on Town letterhead? One will be sent from Georgi

Grants for 2021-Not applying for any grants for 2021 due to COVID; need to return LARAC's \$500 for 2020. How to send back--Voucher or just return?

Master Plan

Maintenance is a problem; Butch should not be doing the "shut down" every November (draining water, draining dehumidifier, overall cleaning of both bldgs.) or doing maintenance forever. AIM services can only transport one-person w/one job coach, which is not a viable solution for regular facility cleaning. How will this be handled? Filter element still needs changing in the Museum.

Master Plan-Who is taking this on? Repair porch; climate control; handicapped access, well @ Community Room, etc. Wendy to draw up a list of major items for both Museum & Community Room. Should we have an estimate from a general contractor before approaching the Trust? Department of Agriculture has loans; this may be an option for improvements.

Wedding Wire-due for renewal by 09/30 @ a cost of \$2,850; four months left from "pause". After that, would either need to renew at rates stated now or re-join at a new rate when rentals can be offered in a safe environment.

Budget 2021-Who will work on this? I will be glad to assist, offer input. Should really be the Committee.

Auction of Furniture-is October 4 from 10 am-4 pm. Will be on-line or you can attend in person. Hopefully, revenue from auction could be used to take on 1 capital project before the end of 2020. `

OLD BUSINESS

Crossing Guard Position-has been filled; Jim Hennegan was hired & has taken sexual harassment training.

2020 Census-Need to file by September 30, 2020.

Internet Access for Salem School Students-Many students @ school don't have access to internet where they live. Proudfit Hall, Salem Methodist Church hall, Presbyterian Church hall & Shushan Methodist church are all possibilities for students to use for learning.

Spectrum-Argyle uses Adirondack Tech as their IT specialist; might want to consider this for Town of Salem.

Executive Session-Resolution #69-Motion made by Councilman Howard Law, seconded by Councilwoman Laura Dunham, to go into Executive Session to discuss contract matters; entered into Executive Session @ 7:50 pm; passed unanimously 5-0 by the following Board members: Howard Law; Laura Dunham; Marcus Blanck; Brenda Levey; Supervisor Evera Sue Clary

Motion made by Councilwoman Laura Dunham, seconded by Councilman Howard Law to come out of Executive Session @ 8:17 pm, w/no decisions voted on. Passed unanimously 5-0 by the following Board members: Laura Dunham; Howard Law; Brenda Levey; Marcus Blanck; Supervisor Evera Sue Clary

FOIL Request-Letter will be sent to Mike Miller re his FOIL request.

(Information on coming out of Executive Session & FOIL request provided by Clerk to Supervisor, Kathy Chambers; Clerk Gilchrist was not present after vote to go into Executive Session. Thank-you, Kathy!)

Adjourn the Meeting-Motion made by Councilman Marcus Blanck, seconded by Councilman Howard Law, to adjourn the First Budget Workshop meeting; passed unanimously 5-0 by the following Board members: Marcus Blanck; Howard Law; Laura Dunham; Brenda Levey; Supervisor Evera Sue Clary; meeting adjourned @ 8:18 p.m.

Next Meeting-The next meeting will be the 2nd 2021 Budget meeting of the Salem Town Board to be held on Wednesday, October 07, 2019, at Proudfit Hall; 281 Main Street; @ 5:00 pm.

Respectfully Submitted:

Patricia A. Gilchrist-Town Clerk

