

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
APRIL 14, 2021

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

Others Present: Travis Keys-Highway/Water; Janice Quartararo-Courthouse; Jeanne Smith-Georgi

Public Present: None due to COVID restrictions

Absent-Eric Rogers-Water Dep't.; Herb Perkins-Sewer Comm.; Moe Patrick-Planning Bd.; Judy Flagg-Historian/Records Mg'mt.; Al Cormier-Deputy Historian/Records Mg'mt.

5:00 P.M.-Review of **Warrants #4 & Abstract #4 of 2021** for approval & payment

Financials Review-Clerk to Supervisor Kathy Chambers reviewed General Fund & Highway Town-wide Fund figures; questions asked & answered

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

Supervisor's Report-Supervisor Clary reported to the Board that among the paperwork at the Georgi there was a Master Plan from 1996. That could be used as a starting point to go from rather than reinventing the wheel.

Minutes-Regular Monthly Meeting from 03/10/2021: H'Way Sup't. Travis Keys needs a change on Page 4 under the Bid for Water Tower Ladder Upgrade: Now states 'Remove existing cable safety system on ladder'; change to 'Remove existing fall arrest system on ladder'. **Motion made by** Councilman Howard Law, seconded by Councilwoman Brenda Levey, to approve the minutes of the Regular Monthly Meeting of 03/10/2021 with change as noted on the ladder; passed 4-0 by following Board members: Howard Law; Brenda Levey; Marcus Blanck; Supervisor Evera Sue Clary (Councilwoman Dunham absent from 03/10/21 mtg.)

Special Georgi Meeting of 03/03/2021 & 03/17/2021: Wait on approval of these minutes; Councilwoman Dunham wants a correction to the 03/17/2021 Georgi minutes on Page 1 where it states 'with a list of area vendors from around the area (i.e., flowers, food catering, tent rentals, etc.), including areas of Salem, Cambridge, & Greenwich'; should now state only 'from Salem'.

Changes were made to both sets of minutes & will be resent to all Board members.

Approval of Warrants #4 & Highway Abstract #4 of 2021-**Motion made by** Councilwoman Laura Dunham, seconded by Councilman Howard Law, to approve Warrants #4 & Highway Abstract #4 of 2021 for payment; passed unanimously 5-0 by the following Board members: Laura Dunham; Howard Law; Marcus Blanck; Brenda Levey; Supervisor Evera Sue Clary

Salem Sidewalk Grant thru Lake George-Lake Champlain-While they are checking out the sidewalks, have them check out any storm drains; Travis reported that this couldn't be done as they belong to NYS; Town doesn't have any

Salem Fire Dep't.-Chief Graham absent-Report provided-15 calls for March, 2021: 11-Salem (1-control burn; 1-funeral detail; 3-EMS; 1-trees/lines down; 1-smoke condition; 2-grass & brush; 1-priority one echo; 1-MVA); 4-Mutual Aid Calls: 2-Hebron (structure fires); 2-Cambridge (stand-by's)

Training: station maintenance; cold water rescue training; pump training; driver training

Fund-raising-Sold out for their turkey dinner

Total Hours for Year-2,407

Courthouse-Janice reported membership campaign is wrapping up; getting ready to start fundraising for LL&P program, which will run July 6-August 6 from 11:30-5:30. Registration in full swing now & people can register on-line @ salemcourthouse.org/programs.

Shoppe off Broadway has re-opened; hours of operation are Wed., Thurs., Fri. From 10-12

School wired internet to bldg.-final set-up & configuration remains but should be finalized in coming weeks.

Getting rid of the many phone lines that are there now & will just use one line. The Town of Salem website should reflect July & Al's cell & home phone numbers; Courthouse website will reflect this next week.

Hudson Headwaters slated to come to Courthouse parking lot hopefully by May 17th for appointments w/rotating doctors; have enabled them w/an RV amp & plumbing line; working to ensure internet connectivity is strong, as well as cell phone coverage. Janice applied to Mary McClellan Foundation for a grant to help w/costs w/Van set-up, but Shoppe off Broadway will pay any am't. due now for hook-ups while waiting to hear re grant approval.

\$2,500 Grant rec'd. from Stewart's; LARAC grant rec'd. for program @ Ft. Salem Theatre; tents will be set up outside.

Georgi-Jeanne Smith reported that Sandy is working on the gardens; Butch cut up some trees that came down. Contract is w/Attorney Wrigley for review/changes/additions. His take on the Museum is to ribbon it off, keep it closed, stating that the Town is working towards ADA compliance. Supervisor Clary said there were three options w/the Museum: Leave as is; Don't use at all; Fully open to public

There are currently two weddings booked using the Museum--one is a full facility rental (which would include the grounds, Museum & Community Room); there really isn't all that much room inside the museum. **Motion made by** Councilman Howard Law, seconded by Councilwoman Brenda Levey, to let the two people who have already rented the Museum use it w/COVID guidelines in place. **Roll Call Vote:** Howard Law-Yes; Brenda Levey-Yes; Marcus Blanck-Yes; Laura Dunham-No; Supervisor Clary-No; passed 3-2

Supervisor Clary also thought that the pictures of the inside of the museum should be removed from the website so there would be no confusion as to whether it was open or closed.

Supervisor Clary reported that the COVID waiver was on the website & recommended by NYMIR, our insurance carrier. The Hold Harmless Agreement is a totally different thing. Copies of Rental Agreement were given out; Kathy wants a box to check next to 'Security Deposit' on both the 'Park Only' & the 'Community Room Rental' sections of the Agreement so she will know that the deposit has been paid. 'Rental Rates' sheet has been changed to the following: Park only will be \$1,000 for non-residents & \$800 for 12865/12873; Community Room will be \$100 for non-residents & \$80 for 12865/12873

Jeanne also reported that the Comm. Rm. needed a thorough cleaning before it could be shown for rentals. There is 4 months of credit left on Eventective; she will call to find out how long the credit will last or if a refund can be issued. Bob Wallace will be coming on Friday, 03/12, to hook up the router (taken from Town Office as it was new less than six months ago). Website needs to be updated, also.

What to do with the bathrooms--open them up, leave them closed, open for specified hours, or open only to people who have rented?? After much discussion, questions back & forth, **Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to open bathrooms; they need to be cleaned & sanitized at least once a day. Hours/times will be determined; passed unanimously 5-0 by the following Board members: Laura Dunham; Brenda Levey; Howard Law; Marcus Blanck; Supervisor Evera Sue Clary

Councilwoman Dunham reported that Adirondack Basement would be going to the museum on 04/30 to inspect the crawl space & give an estimate as to what needs to be done; this won't cost anything.

Mettawee Theatre has expressed an interest in doing a show on the grounds; proof of insurance would be a must. Councilman Law reported that Tom Cassidy's suggestion was to put shingles on the roof & cut approximately 2' off bottom of siding on Community Room.

Lending Library-Town needs to accept the lending library given in memory of Ruth Foster that is currently in place in front of the Community Room; **Motion made by** Councilwoman Laura Dunham, seconded by Councilman Marcus Blanck, giving permission for the lending library, donated in memory of Ruth Foster, be allowed to stay on the Georgi grounds; passed unanimously 5-0 by the following Board members: Laura Dunham; Marcus Blanck; Howard Law; Brenda Levey; Supervisor Evera Sue Clary

Highway Dep't.-Travis reported that concrete for sidewalks was donated by Dan Albano; they have begun on Vale Street; '04 truck is back & running good (\$20-\$25,000 to fix); '07 truck is having engine trouble (will wait until May to send that off); begun sweeping roads & former Village will be done sometime in April; have been grading dirt; paving will begin as soon as the CHIPS letter arrives; will begin on Perry Hill; '21-'22 salt contract is due before May 1st (order will be 700 tons).

New International Tandem Dump Truck- Price quote is now \$259,899 (might as well say \$260,000); Travis added a calcium wet system to the price; if ordered now, should be received in October of 2021. Can go off Onondaga County Bid; Glens Falls National Bank reports that the current rate of interest on a BAN is 1.25% if information is given to the bank tomorrow, Thursday 04/15/21.

Resolution #36-Motion made by Councilman Howard Law, seconded by Councilman Marcus Blanck, giving permission for Highway Sup't. Keys to order the 2022 International Tandem Dump Truck from Delury's, going off of Onondaga County's bid, and for Supervisor Clary to secure the 1.25% rate for a BAN by notifying Glens Falls National Bank in Salem of the Town's intent to secure the BAN by tomorrow, 04/15/2021. **Roll Call Vote:** Howard Law-Yes; Marcus Blanck-Yes; Brenda Levey-Yes; Laura Dunham-Yes; Supervisor Evera Sue Clary-Yes; passed unanimously 5-0. Travis reported that the '98 would be the spare truck in the fall, selling the '04 at a later date.

Letter of Intent-Travis needs the Board's approval to send off an official Letter of Intent to Delury's, stating the Board's approval to purchase the truck: **Motion made by** Councilman Howard Law, seconded by Councilwoman Laura Dunham, giving permission for Highway Sup't. Keys to send an official Letter of Intent to Delury's regarding the purchase of the 2022 International Truck; passed unanimously 5-0 by the following Board members: Howard Law; Laura Dunham; Marcus Blanck; Brenda Levey; Supervisor Evera Sue Clary

Bridge New York Authorizations-Resolution #37-Motion made by Councilman Howard Law, seconded by Councilwoman Laura Dunham, giving Sup't. Keys permission to accept the four (4) grants, totaling \$3,229,000.00 through Bridge NY; passed unanimously 5-0 by the following Board members: Howard Law; Laura Dunham; Brenda Levey; Marcus Blanck; Supervisor Evera Sue Clary

New Lawn Mower-We need a new one; can get one from Kubota off NYSOGS contract (through Salem Farm Supply); \$8,800 for Z700 Heavy Duty Series or \$7,000 for Z400 Heavy Duty Series; both are zero turn gas w/5' decks. **Resolution #38-Motion made by** Councilman Marcus Blanck, seconded by Councilman Howard Law, to purchase the \$8,800 Z700 Series Heavy Duty Kubota lawn mower per NYSOGS contract through Salem Farm Supply; passed unanimously 5-0 by the following Board members: Marcus Blanck; Howard Law; Laura Dunham; Brenda Levey; Supervisor Evera Sue Clary

Surplus Equipment-Need to declare the following as surplus equipment:

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| Stateman Screen Plant | 165KW Cummins Generator set on old truck |
| 80' Barber green 24" radial stacker | Army surplus 30kw generator on trailer |
| Henderson center feed dump body & hoist | Two old dump cylinders & frame mounts |
| Old snow plow (was the Village's) | Old Wing (was the Village's) |
| 6-High bay lights (out of Town Barn) | Tail gate off '92 truck (like new) |
| Side walk slate-5 pcs. to a skid (try 5 or 10 skids) | |

Would like the Town Board to make a motion to declare the above as surplus & use GovDeals to list & sell;

Motion made by Councilman Marcus Blanck, seconded by Councilwoman Brenda Levey, to declare the above as surplus equipment & list w/GovDeals to sell; passed unanimously 5-0 by the following Board members: Marcus Blank; Brenda Levey; Howard Law; Laura Dunham; Supervisor Evera Sue Clary

Internet @ Town Barn-Councilman Law inquired if the internet was done @ Town Barn yet or what the hold up was if it hadn't been; Travis reported they are waiting on NYSE&G

Monthly report for March, 2021 will be filed, along w/Surplus Equipment List & quote on lawn mower from Salem Farm Supply

Water Department-Travis reported that they were almost completely done washing the water tank & it looks a lot better! Capital Tractor will be looking at the backhoe. 315 meters in service; all fire hydrants are in service; regular upkeep/maintenance performed. Flushed all fire hydrants & re-flushed the dead ends; system is ready for summer. Flushing done over school vacation; it went very well. Did flow test & static loss tests on couple of fire hydrants near the old CB Sports bldg.; waiting to hear back on what the flows are. Will need 6" main @ CB Sports bldg. to reach 3rd floor (let client pay for valve); will require street to be closed off when doing work. Did a hand full of Dig Safe mark outs; performed 2nd round of PFO testing; hoping it will come back like 1st round did! Eye wash/fire extinguisher checks have been done. Did monthly water sample required by the DOH; met the bacteriological requirements for a public water supply as set forth in subpart 5-1.5 of the State Sanitary Code under Public Health Law 225. Office door @ water barn will be replaced sometime this spring; worked on year-end reports for the water system; still gathering information to put on the Town's web page. Travis & Eric have been taking as many 'free' water training classes as they have found them; have done a couple of web trainings.

Report will be filed.

Water Dep't. Clerk-Rebecca Brown asked if she should secure a separate mailbox at the post office for mailing in payments on water bills this year; Board said 'Yes'; people will still come into the Town Office to pay in person; Clerk Gilchrist will receipt their bills & get information to Rebecca as has been done in the past.

Dog Control Officer-No report; nothing going on w/pick-ups, etc. Site has passed NYS & all is good.

Veteran's/Memorial Park-Laura reported that a meeting was held on Saturday, 04/10/2021; looking at signage now & pricing for edging around trees. She will check out the chips at the Town Barn to see if there is anything to use for the park. The Eaton family is also putting in a bench. Shrubs/trees will be under \$2,500 (the Procurement Policy am't.) so go ahead & do. The Village Park trash can is full; needs emptying.

Sewer Committee-Informational meeting was held on Tuesday, 04/13/2021, 21 in attendance & 9 on zoom. Tom McMorris will put up a video of the meeting. Tracey Ledder said the flood certificates need changing. 123 income surveys have been rec'd. but more are needed. As things get a little safer to be out & about, Sue & Herb will try to secure some more by going door to door.

OLD BUSINESS

Proudfit Bldg. Update-Opened bids for ADA compliance work; \$225,000 if available. \$198,000 is base bid & cost of ramp is \$39,000, totaling \$237,300--\$12,300 over available amount. \$306,000 was high bid. Up to committee if going w/ramp-add 10% to figures. Meeting on Thursday, 04/25/2021, w/Library Board & probably Matt @ 6:30 p.m. to decide what to do.

Board of Assessment Review-Supervisor Clary will contact Neil Adams to see if he wants to stay on the Board for another term.

Update on Salem Family Health Center-Supervisor has rec'd. the Lease Agreement from Attorney Wrigley. Rent included was stated @ \$650/month. **Motion made by** Councilwoman Laura Dunham, seconded by Councilman Marcus Blanck, instructing Supervisor Clary to send the Agreement to Glens Falls Hospital;

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

Salem Zoning Board of Appeals-Still need to advertise in newspaper for new member due to Sheldon Brown's move from Salem.

NEW BUSINESS

Road Name Change-Supervisor Clary brought up the suggestion of changing Bogtown Road part way up to Askin Road. Seems to be some confusion w/County Control calling out fire dep'ts./rescue squads as they are not telling where on Bogtown the house is. Board says not; tell them to use Lower Bogtown & Upper Bogtown. Travis says that is the way it has always been.

Electronic speed sign-NYS roads need to be permitted to use the same; has to be inspected. Only speed can show on sign & a removal date is needed. Councilwoman Dunham feels the \$2,500 would be well spent. Solar battery back-up operated. Councilman Law wants Supervisor Clary to ask Wash. Co. Dep't. of Public Works head, Deb Donoghue, how many are being stolen or damaged before we spend the money.

NYS Building Standards/Codes-Rec'd. 2020 report from John Graham @ Washington County Code Enforcement.

CORRESPONDENCE-One trailer load of metal was taken away from business on Rte. 29; so much more there that isn't being moved. **Motion made by** Councilwoman Laura Dunham, seconded by Councilman Howard Law, to tell our Washington County Code Enforcement officer, Theo Celani, to proceed w/shut down; passed unanimously 5-0 by the following Board members: Laura Dunham; Howard Law; Brenda Levey; Marcus Blanck; Supervisor Evera Sue Clary

Delaware River Solar-Dick McLenithan emailed Supervisor Clary letting her know that the Courthouse is no longer over usage as it was previously; it can now be included in the Agreement, saving money at the Courthouse. **Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, instructing Supervisor Clary to execute the Agreement w/Delaware River Solar adding the Courthouse to the Agreement, thus saving money on power; passed unanimously 5-0 by the following Board members: Laura Dunham; Brenda Levey; Marcus Blanck; Howard Law; Supervisor Evera Sue Clary

Tour of the Battenkill-Another letter was received from the Tour of the Battenkill changing the original bike race date from September 18, 2021, to June 19, 2021. The Town needs to execute a Municipal Letter of Acknowledgement/No Objection to use of Salem Town roads for this event. **Motion made by** Councilwoman Laura Dunham to accept the change of date from September 18, 2021, to June 19, 2021, executing the Municipal Letter of Acknowledgement/No Objection. No second was forthcoming so the motion did not pass.

30-Day Notice to Municipality-rec'd. from Tom Clary for Jacko's to obtain a wine/beer/cider license. This is just the required 30-day notice that must be filed with the municipality in which the business is located. It was filed on April 6, 2021, with Clerk Gilchrist.

Courthouse Grant through Lowes-The Town Board needs to approve a grant through Lowes that the Courthouse wishes to apply for to construct a pole barn for LL&P, ice skating, etc. **Motion made by** Councilwoman Brenda Levey, seconded by Councilwoman Laura Dunham, approving the application by the Courthouse for a grant through Lowes for construction of a pole barn; passed unanimously 5-0 by the following Board members: Brenda Levey; Laura Dunham; Marcus Blanck; Howard Law; Supervisor Evers Sue Clary

Motion to Adjourn-**Motion made by** Councilman Howard Law, seconded by Councilwoman Laura Dunham, to adjourn the regular monthly of the Salem Town Board; passed unanimously 5-0 by the following Board members: Howard Law; Laura Dunham; Marcus Blanck; Brenda Levey; Supervisor Evera Sue Clary; the meeting was adjourned @ 8:40 p.m.

Next Meeting-The next regular monthly meeting of the Salem Town Board will be May 12, 2021, @ Proud-fit Hall, beginning @ 5 pm for review of Warrants #5 & Highway Abstract #5 for payment; regular meeting will begin @ 6 pm. Attendance must be under 15 to conform w/COVID. Check Town's website for Zoom instructions. Masks must be worn & social distancing will be practiced for those attending in person.

Respectfully Submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem