

**TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
JULY 20, 2022**

(Meeting postponed from July 13, 2022 regular meeting night)

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

Others Present: Travis Keys-H'Way/Water; Rebecca Brown-Water Clerk/Library; Maurice Patrick-Planning Bd.; Jeanne Smith-Georgi; Bob Graham-Salem Fire Dep't.

Public Present: Joe Wever-Salem Fire Dep't./ARPA Funding Comm.; Elmer Cary-Salem Fire Dep't.; Margaret Keys-Salem Fire Dep't. Auxiliary

Absent-Supervisor Evera Sue Clary-Excused due to illness; Eric Rogers-Water Dep't.; Kim Erbe-Planning Bd./Library; Nancy Quell-DCO

5:00 P.M.-Review of **Warrants #7 & Abstract #7 of 2022** for approval & payment

2021 AUD is still not complete; NYS Comptroller's Office is working on it (changes are being made).

FINANCIALS were provided for Board review by Clerk to Supervisor Chambers for the Georgi Museum & the Highway Dep't. Travis will probably have to use his deferred revenue money. DA5110.4-General Repairs-Contractual figure is as of 07/20/2022 in am't. of \$54,697.70 & there is a shortfall in DA5130.2-Machinery/Equipment (New) of -\$45,096.50. DA5130.4-Machinery-Contractual-current figure is \$82,923.05.

Georgi memberships are \$25.00; donations are different. LARAC Grant of \$500: \$250.00 will go to AI & Kathy Bain & balance of \$250.00 spent on greeters, bottled water, posters, advertising. The Total Cash figure of \$63,892.23 must have the Appropriated Fund Balance figure of \$5,370.00 taken out, so that leaves the Cash balance of \$58,522.23. That same Appropriated Fund Balance figure of \$5,370.00 must be added to the estimated revenue figure of \$41,815.00, leaving a balance of \$47,185.00.

Highway & Water financials will be reviewed at July meeting.

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

Approval of Minutes-Motion made by Councilman Law, seconded by Councilwoman Dunham, to approve the minutes of the June 08, 2022, regular monthly Board meeting; passed 4-0.

June 22, 2022-Special Meeting for Highway Dep't.-Correction to minutes made by Clerk to Supervisor Chambers under **Court Clerk:** Jean Baylor **did not** resign; she took a leave of absence. Virginia Curran, prior Court Clerk, will come back to fill in for Jean as long as necessary but wants the 2% salary increase that was reflected in the 2022 Budget for other Town employees. This will be discussed at the regular Board meeting for August as Virginia's 2% increase was not part of the discussion at this June meeting.

Approval of Warrants #7 & Highway Abstract #7 of 2022-Motion made by Councilman Howard Law, seconded by Councilwoman Laura Dunham, to approve Warrants #7 & Highway Abstract #7 of 2022 for payment; passed 4-0

DEPARTMENT/COMMITTEE REPORTS

Salem Fire Dep't.-Chief Graham emailed his report to the Board; total of 14 calls for the month of June.

Training: station maintenance; driver training; rescue jacks; quarterly air pack training; bail-out training

OSHA Mandates: gear inspection; rit pact

Fund Raisers: Father's Day breakfast

Total Hours for Year-4,601; report will be filed

Chief Graham also advised that the only two places to draw water from if there was a structure fire on Rte. 153 or north of the former Village would be from Dead Pond or McKinney Rd. bridge. Everything else is too dry/low to draw from.

Highway Dep't.-Travis emailed reports to all Board members. He presented two quotes for the spray foam @ the Town Garage: **Air Tite Insulation from South Glens Falls** will spray 3 bays (approx. 680 sq. ft.) w/2.5" (R-18) high density closed cell foam insulation. DPW is responsible for all, if any, demo work. **Price-\$2,900, if prevailing wages are required for labor, add \$600 for a total of \$3,500.00.**

Advanced Spray Foam from Ballston Spa-Exterior Wall: Closed Cell Foam, 2.5" nominal depth at R-17. NW corner of bldg.-Foam applied, slab up to roof deck. Customer will remove existing wall covering prior to ASF arrival (ASF will require 8' clearance at perimeter of bldg.) & broom clean existing substrate/blanket insulation, of dust/debris prior to ASF arrival. ASF Installation Services for Spray Foam Insulation: Prep/mask all surfaces & finishes as needed; apply insulation to predetermined depth; trim all surfaces flush as needed; remove masking & clean work area; add'l. masking, beyond the standard scope of work

Package Total-\$5,534.47

Resolution #61-Motion made by Councilwoman Dunham, seconded by Councilman Law, to accept the quote from **Air Tite Insulation from South Glens Falls in the total amount o \$3,500.00; passed 4-0.**

Sidewalk-Working on taking out, setting forms & pouring from corner by high school to Jacko's. Work began on Monday, July 11th. All materials have been rec'd. & concrete ordered as of July 8th. One-way traffic on East Broadway/Rte. 153 for a week or so. Travis hopes to be able to fix sidewalk on Vale Street, also. \$41,212.97 POPS money should be coming in, also.

Mower-having an issue w/mower (shifting problems) & mower is falling off. Trying to keep it going until parts arrive.

Procurement Policy-Western will be increasing prices in August of 2022; *their price currently is \$7,404.00 (not \$74,040 as stated previously). Trius's price currently for 9' pro-plus Western snowplow is \$6,390.00 (not \$63,090 as stated previously). Option: OEM Western Rubber Snow Deflector for quoted plow is \$339.00, installed. Travis has spoken w/Attorney Dave Klingebiel regarding revision of the Procurement Policy (either by updating or adding an exception to the same) that NYS State bid, Federal Procurement guidelines or Cooperative Purchasing Programs (like Sourcewell, Houston-Galveston Area Council-H-GAC-) are allowed. Travis has also used Sourcewell in the past so this would be a help to him. Dave just did not have time to get Travis anything to present by the meeting date but will be glad to look at what needs to be done.

Resolution #62-Motion made by Councilman Law, seconded by Councilwoman Dunham, to add the above list to the Town of Salem's Procurement Policy per Attorney Klingebiel's recommendation & wording on how to include the same; passed 4-0.

State Salt Pricing will be out soon; the Town is committed to 750 tons. State wants Towns, etc., to only buy NY salt.

Sand should be done in the next two weeks or so (by mid-August at latest).

Working on Hickory Hill while bridge is closed; diesel tank at town barn has been repainted & cleaned (should be up to regulation now); have needed help w/culverts several times in the last month. Costs are killing the budget for 2022-still have a few projects that can hopefully be done-estimating 40% short.

Travis reported that **Carrie Woerner & Matt Simpson** will be visiting Salem tomorrow, Thursday, 07/21/22, to check out the new sidewalk, visiting the Courthouse to check out L, L & P, going to SAW, & visiting Jacko's Corner.

Short report & June monthly report will be filed.

Water-2/3rds of hydrants are painted. Seaway Diving cleaned tank. Have enough chlorine for about two months; it's very hard to find & expensive! Mark Rogers will be coming soon & Mark Rhodes should be coming in the next week or so.

Courthouse-Travis reported that the generator was down at the Courthouse. Regarding the Courthouse BAN, Attorney Klingebiel advised that the cost of preparation for a **new** BAN would be \$500; if he is doing paperwork for a renewal, that cost will be figured in with his fee.

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Revolutionary War Cemetery-Elmer Cary reported that everything is currently cleaned out by west wall.

He also asked if little trees might be able to be planted in that area. Travis will fill in next to wall & by stones. Chief Graham will be removing two more cars when they are done w/training.

Georgi-Jeanne Smith emailed report to all Board members. Someone passed away & obituary instructed that donations in memory of deceased be sent to Georgi.

Rental of the Community Room is becoming an issue due to the \$1 million liability insurance coverage. Either people don't have that much on their homeowner's insurance or the cost is more than the rental of the building. Could a Waiver be signed by renters if they don't have the \$1 million of liability insurance? Contact Melissa from insurance company to see if this would work. Al & Kathy Bain only had \$350,000 of coverage. Still no insurance certificate supplied for the art event held the same night as the Bains concert. Jeanne & Councilman Law both brought up the fact that another art show was being 'advertised' for the Aug. 4th Washington County Band concert; that is a no go. Was already decided on when date was changed from June 30th to Aug. 4th. Band does not want anything else going on that night. Either Councilwoman Dunham or Councilwoman Levey will contact the party & tell them no show.

Fire & Security visited the grounds; it would cost approximately \$6,500 for a new system. They indicated the current system *in Community Room is outdated & were surprised that anything still worked. Museum security working well. On hold for now. (Was not previously stated that the CR system was outdated.)

Tree-Butch Gilchrest took down what he could reach of the branch that was hanging down. Buddy Nolan took care of the remaining limb & did some other work for \$650. Councilman Law would like an email when something like that happens in the future so the Board can be informed of what is going on.

Covid Funds for Georgi-Supervisor sent an email to all Board members on July 15, 2022, regarding this matter. She contacted the State Comptroller's Office for direction; Barbara Corrigan from that office reported that question 1.8 on Dep't. of Treasury's website addresses the nonprofit or private organization issue that she believes would answer Sue's question. Town attorney Klingebiel also responded that per the rule, the Town could give to a private entity that had experienced loss of revenue as a result of the pandemic & that entity would be considered a 'beneficiary'. No discussion at meeting, but this is good news for the Georgi!

Lift-Councilwoman Dunham said that she had contacted Theo Celani from Wash. Co. Code Enforcement regarding an engineered, stamped set of plans for the lift. She inquired if a set of plans could be provided, would they be accepted. Theo would not say yes, but said to submit a drawn plan & a decision would be made as to whether a stamped engineered set of plans would have to be done. Laura said Peter Dunham would work on this if Councilman Law would also be involved. He reiterated that he had met w/Theo down @ the Georgi, Theo was aware of the spot where the lift would go, & reported that a set of NYS engineered plans would have to be submitted. He said go ahead & try but he didn't feel that Code Enforcement would accept the same.

Planning Board-Moe reported that there were no on-line Planning Courses being offered at present time. One Site Plan application submitted by Power Guru, LLC, to review installation of 17 solar panels on existing, unoccupied barn, located @ 223 Hickory Hill Road; Shushan, owned by John A. Kupiec.

Historian's Report-Report provided but not to all; Clerk Gilchrist will make copies & report will be given @ August meeting.

Parks & Recreation-Pole down in the park in the former Village; being looked into.

DCO-Nancy Quell provided report; Kathy Chambers emailed to all Board members; she dealt w/four issues. Report will be filed.

NEW BUSINESS

County Route 61 Bridge Review-Work to begin on Monday, July 18; will be closed for approximately 22 weeks.

Restoring America's Cemeteries-Workshop to be held @ Evergreen Cemetery on Sunday, 07/17/22. Will concentrate on training volunteers in the proper cleaning & re-setting of stones. Travis reported that this was held & was very informative.

USDA Rural Apply-Waiting on AUD from Comptroller's Office for submission w/other grant paperwork
Board of Assessment Review-currently has three (3) members: Tauno Wirkki-Chairman; John Bardwell & Neil Adams. It has been recommended to increase the Board to five (5) members. Advertise for two more members.

OLD BUSINESS

LED Lighting-Email rec'd. objecting to Town's changing to LED lights, as well as speed limit flashing light sign. Forwarded to Attorney Klingebiel for review.

CORRESPONDENCE-None

PUBLIC COMMENT-None

Motion to Adjourn-Motion made by Councilman Howard Law, seconded by Councilwoman Laura Dunham, to adjourn the regular monthly meeting of the Salem Town Board; passed 4-0; meeting adjourned @ 7:15 p.m.

Next Meeting will be a special highway meeting to review bids on the pick-up truck, if in fact there is a viable bid, listed currently on Auction's International. Meeting will be on Wednesday, June 22, 2022, beginning @ 6 pm in the Salem Town Office.

Next Regular Monthly Meeting-will be held on Wednesday, 08/10/2022, @ Proudfit Hall, w/review of Warrants #8 & Abstract #78of 2022 for payment beginning @ 5:00 pm, regular meeting called to order @ 6:00 pm.

Respectfully Submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem