

**SPECIAL MEETING-SALEM TOWN BOARD**  
**6th 2023 BUDGET WORKSHOP MEETING MINUTES**  
**2023 PRELIMINARY BUDGET**  
**NOVEMBER 02, 2022-PROUDFIT HALL**

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

**Others Present:** Travis Keys-Highway

**Absent:**-Eric Rogers-Water; Maurice Patrick-Planning Bd.; Kim Erbe-Planning Bd./Library; Judy Flagg-Historian/Records Mg'mt.; Herb Perkins-Courthouse/Sewer Com.; Rebecca Brown-Water Clerk

**Public Present:** No Public Present

**5:15 PM**-Meeting called to order by Supervisor Clary, followed by Pledge of Allegiance

**NEW BUSINESS**

**Salem Shoppe Off Broadway-Engineer Proposal on Porch**-Need a set of drawings/plans certified by a NYS engineer for the project as a building permit needs to be issued by Washington County Code Enforcement. Peter Carrolan gave a proposed estimate of \$525 for a stamped set plans (he is not charging for his time). Seven new exterior piers need to be put installed; cannot use the cement blocks that are currently there. There was a \$5,000 grant from Lowe's for installation & materials for the Trex decking that Lowe's put down. All the pressure treated lumber was already there before the project began. **Motion made by** Councilman Howard Law, seconded by Councilwoman Brenda Levey, to accept Peter Carrolan's estimate of \$525.00 for the stamped, engineered plans; passed unanimously 5-0.

Councilwoman Levey stated that when she was involved w/the Courthouse, it was all volunteers. HSCPA was formed w/the idea that they would pay expenses. Both Councilwoman Levey & Councilman Law expressed the desire for a meeting at the beginning of 2023 w/the Courthouse Board of Directors, Battenkill Kitchen, etc. so that issues could be discussed regarding who pays for what.

**General Complaint Form**-was reviewed by the Board & discussion held. **Motion made by** Councilman Howard Law, seconded by Councilwoman Laura Dunham, to have Supervisor Clary email the same to Attorney Klingebiel for his review & comments.

**Round 7 RestoreNY**-is coming up soon; Round 6 just ended.

**Washington County Tax Auction**-will be an on-line only event, beginning 11/01/2022 & ending 11/15/2022. Go to Washington County Treasurers website for a link to Auction's International & the listed properties. If interested in bidding, you can download a bid packet & submit by the date indicated.

**OLD BUSINESS**

**Glens Falls Hospital Lease Addendum**-Glens Falls Hospital has agreed to the \$850.00/month in rent for the health center. Supervisor Clary needs a motion to sign the Addendum. **Motion made by** Councilman Marcus Blanck, seconded by Councilman Howard Law, giving permission for Supervisor Clary to sign the Addendum to Lease, said original Lease dated December 1, 2021 for the leased premises identified as 312 N. Main St.; Salem, NY, for use as a primary care & ancillary health care services facility; passed unanimously 5-0.

**REVIEW OF 2023 PRELIMINARY BUDGET FIGURES**

**GENERAL LINE ITEMS**

**Line 17-Con't. Exp.-Supervisor**-Clerk to Supervisor Chambers reported this line item is currently overdrawn; decided to increase from 44,300 to \$5,500

**Line 30-Con't. Exp.-Town Clerk/Tax Collector**-Clerk to Supervisor Chambers reported this line item is currently overdrawn due to the expense w/the computer phishing scam; will need to move money at year end but leave figure at \$2,500 as the computer clean-up expense should only be a one-time expense

**Line 33-Attorney-Con't.**-\$7,500 to \$9,500-Preparation of any new BANS/RANS will cost more than renewals

**Line 47-Buildings-Town Office**-\$17,000 to \$25,000-Bldg. being sold; need to be prepared for rent increase

**Line 41-Buildings-BBT**-\$60,000 down to \$25,000 (windows paid for in 2022; contractual am't. agreed to for grant was a one-time pay'mt. & is done) \$870 for Bilco door agreed upon; cost of \$1,500 for another door? (cannot find where T/O/S agreed to pay this am't.-on hold for now)

**Line 47-Special Items-Unallocated Insurance**-Leave at \$34,280; amount broken out for Benjamin Bancroft Trust & Georgi insurance cost will be paid back to Town of Salem.

**Line 75-Con't. Exp.-Ambulance**-Rec'd. 2.5% increase; figure correct as is @ \$13,725

**Line 147-Con't.-Cemeteries**-Increase from \$7,800 to \$9,000

**Line 193-Rental of Real Property-GF Hospital Rental**-Increase from \$7,800 to \$10,200

**Line 214-AIM-Misc.**-Increase from \$23,732 to \$23,578

**HIGHWAY LINE ITEMS**

**Line 284-Con't. Exp. General Repairs-Summer**-Increase from \$150,000 to \$155,000

**Line 306-Con't. Exp. (Winter Budget)-Snow Removal**-Increase from \$140,000 to \$145,000

Rest of 2023 Preliminary Budget is o.k. as is: Highway Revenues; Water (Appropriations & Expenses); & Special Appropriations (Lighting Districts for both Shushan & Salem; Salem & Shushan Fire Protection Districts)

**When will lights** on Main Street/Shushan be changed??-Hope to be done by end of 2022.

**Orton Fund for Beautification of Salem**-Councilwoman Laura Dunham asked the Board if they would approve the balance of the funds in the 2022 Economic Development Line Item (A6989.4) could be given to the Orton Fund as that Fund is almost depleted now & was only donation funded when it began. This money is used for the planters on Main Street in the Spring/Summer & Fall and whatever other beautification projects are done.

**Resolution #97-Motion made by** Councilman Howard Law, seconded by Councilman Marcus Blanck, approving that the balance of funds in the 2022 Economic Development Line Item (A6989.4) be turned over to the Orton Fund for beautification for the Town of Salem; passed unanimously 5-0.

**Resolution #98-Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to approve the changes in the 2023 Preliminary Budget as discussed at this meeting, 11/0/2022; passed unanimously 5-0.

**SAW Artwork going into the former Village Park**-SAW has requested to put a sculpture/art piece in the former Village Park by the Gazebo. After discussion, the following was decided: **Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, allowing Supervisor Clary & Councilwoman Dunham to choose the piece of sculpture/artwork that would go into the park after checking w/SAW to confirm that this was o.k.; passed unanimously 5-0.

**Just an FYI**-Highway Sup't. Keys is still short on manpower.

**Motion to Adjourn-Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to adjourn the sixth 2023 Budget Workshop meeting; passed unanimously 5-0; meeting was adjourned @ 7:38 p.m.

**Next Regular Monthly Meeting & Passing to Final 2023 Budget**-of the Salem Town Board will be held on Wednesday, November 09, 2022, @ Proudfit Hall, beginning @ 5:00 pm for review & approval of Warrants #11 & Highway Abstract #11 for payment. Regular business meeting will begin @ 6:00 pm.

Respectfully Submitted:

Patricia A. Gilchrist-Town Clerk-Town of Salem