

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
JANUARY 17, 2024

Present: Supervisor Evera Sue Clary; Town Council: Brenda Levey; Howard Law; Wyeth Coburn; Tom McMorris; Town Clerk-Pat Gilchrist; Clerk to Supervisor-Kathy Chambers

Others Present: Travis Keys-Highway/Water; Herb Perkins-Courthouse; Krista Sullivan-Courthouse; Larry Haber-Economic Development; Sandy Haber-Georgi Comm.; Kay Tomasi-Economic Development/Sewer Comm.; Rebecca Brown-Water Clerk/Library

Public Present: Joe Wever-Salem Vol. Fire Dep't., Inc.; Jill Nadolski-Hebron Town Councilwoman; Randy Brooks-Climate Smart Hebron Task Force; Laura Dunham; Peter Dunham; Ted Wilson; Jessica Roesel

Absent: Eric Rogers-Water Dep't.; Kim Erbe-Planning/Library; Rebecca Brown-Water/Library; Judy Flagg-Historian/Records Mg'mt. (Ex.); Al Cormier-Deputy Hist./Records Mg/mt.; Moe Patrick-Planning Bd.; Jeanne Smith-Georgi; Steve Saunders-Salem Fire Dep't. (report provided); Jim Carrolan-Sewer Comm.; Nancy Quell-DCO

5:00 P.M.-Review of **Warrants #1 & Highway Abstract #1 of 2024** for approval & payment

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

Approval of Minutes-12/20/2023 & 12/27/2023-Wait on approval

Approval of Warrants #1 & Highway Abstract #1 of 2024 for payment-Motion made by Councilman Tom McMorris, seconded by Councilman Howard Law, to approve Warrants #1 & Highway Abstract #1 of 2024 for payment; passed unanimously 5-0. Question: Is the Delaware Engineering bill that was not approved at the prior Town Board meeting disappearing??

Town Clerk Monthly Report-Clerk Gilchrist provided Board members w/copy of December, 2023, filed monthly report showing total collected of \$333.00. \$14 was paid to NYS Dep't. of Ag & Mkts. for dog licensing, w/\$109.00 going to the Town for licensing; \$210 for death & marriage certified copies. Total paid to Town of Salem for December, 2023; fees collected were \$319.00. Report will be filed.

Compliance Officer Report-Mario sent a report covering period 01/01/-01/15/2024. LRCC-1's signed-3; LRCC-2's signed-1; County Code Enforcement is violating 2 properties that complaints were rec'd. about on Route 29. Need to check the Town's insurance policy regarding coverage re Mario's vehicle; report will be filed.

Shushan Volunteer Fire Dep't.-Fire Chief Tom Cassidy provided report as well as year-end report for the dep't.; both will be filed.

Salem Volunteer Fire Dep't., Inc.-11 calls for month of December, 2023: 5-Salem (2-MVA's; 2-EMS assist 1-Priority One Echo. Mutual Aid Calls: 1-Cambridge (stand-by); 1-Cossayuna (structure fire); 1-Greenwich (structure fire); 1-Hebron (structure fire); 1-Rupert (MVA); 1-Shushan (MVA)

Training-Make-up hours

Total Hours for Year 2023-7,725; report will be filed

Year-End Report Provided for 2023-139 calls for year; 32 active members w/8 active support group members. All member trainings were listed, along w/OSHA mandates, new equipment purchased, meetings, fund raisers, & break-down of hours. Report was also provided showing the breakdown of the 139 fire calls, showing where responded & how many, as well as types of calls. All reports will be filed.

Report of Officers for the Year: Chief-Steven Saunders; 1st Ass't. Chief-Bill Mitchell; 2nd Ass't. Chief-Matt Fry; 3rd Ass't. Chief-Alex Keys; Captain-Nicholas Talmadge; 1st Lieutenant-Elmer Cary

Approval of Pamela Hayes from support group to active roster-Motion made by Councilman Howard Law, seconded by Councilwoman Brenda Levey, to approve moving Pamela Hayes from the Support Group to the active roster to become a Fire Police person; passed unanimously 5-0.

Salem Rescue Squad-Vicki Campbell, Captain, provided a monthly & annual report for the Squad. Calls for December, 2023-52--38-Salem; 9-Hebron; 4-VT; 1-Glens Falls Hospital
Disposition: GFH-18; Saratoga-9; RMA-9; SVMC-6; Lift Assist-6; cancel-2; Class 17-2; Fire Stand-by-1; Residence-1

Yearly Report-Calls year to date-568, 115 more than last year, travelling more than 32,000 miles. Break-down of calls per Town: Salem-371; Hebron-133; Rupert-51; Greenwich-4; Argyle-3

The Salem Rescue Squad would like to thank all communities for their continued support. Reports will be filed

Highway-Travis reported that the crew has been out doing a lot of ditching. 2004 truck is back & running; been out a few times plowing/sanding. Salt brine has been working great! All trucks have been calibrated; trying to use straight salt on occasions. Will be trying the new live-edge plow on the blacktops. Need to get bids done for winter sand, gravel, topsoil. 2002 frame & box swap for this year-maybe?? Need to get 284 Agreement signed by Supervisor, Travis & the Board; Snow & Ice Agreement has been updated by Attorney Klingebiel.

2024-284 Agreement to Spend Highway Funds-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to execute the 2024-284 Agreement to Spend Highway Funds, Agreement being executed by Supervisor Clary, Highway Sup't. Travis Keys, & Town Board members Howard Law, Wyeth Coburn, Travis Keys & Brenda Levey; passed unanimously 5-0.

Approve Snow & Ice Agreement-Motion made by Councilman Howard Law, seconded by Councilwoman Brenda Levey, to approve the new Snow & Ice Agreement for 2024; passed unanimously 5-0.

Union Contract-Agreed upon & signed by Thomas L. Quackenbush, Union President & Field Representative, Benji Dwyer. **Resolution #18-Motion made by** Councilman Howard Law, seconded by Councilman Wyeth Coburn, giving approval for Supervisor Clary to execute said Union Contract; passed unanimously 5-0

Salt Storage Building Proposal-Travis emailed information to all Board members on the salt storage grant opportunity through DEC, w/JGK Associates, LLC possibly executing the NYS Grant for a new salt shed. \$500,000.00 is the project max. This is still in the very beginning stages, but Travis wanted everyone to have the information.

Planning Board-Clerk Kim Erbe is unable to attend tonight's meeting but sent an email report to all. The January Planning Board meeting will be held on January 25, 2024, @ 7:00 p.m. in Proudfit Hall. This meeting will be a Public Hearing scheduled for the Hudson Headwaters' Site Plan Application for a proposed medical office building on the corner of South Main Street (Rte. 22) & County Route 64. The legal notice was put in the Eagle Newspaper for January 18th, 2024, & notices were sent to all adjacent landowners certified mail, return receipt requested.

Planning Board Member Appointment-Kim advised that Will Linendoll's term on the Planning Board is expiring; the Planning Board would like the Town Board to re-appoint Will for another five-year term. **Motion made by** Councilman Howard Law, seconded by Councilman Tom McMorris, re-appointing Will Linendoll to another five-year term on the Salem Planning Board, term beginning January 01, 2024 & ending December 31, 2028; passed unanimously 5-0.

Georgi Museum-Councilwoman Levey reported that Ben Osterhault will check out the roof on the Museum to see how bad it is. Laura Dunham has applied for the LARAC Grant. Washington County Band will perform

again in August of 2024. Supervisor Clary reported that an anonymous donation of \$18,000 had been rec'd. for the Georgi for technical assistance for the drawings.

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Minutes

Courthouse-Herb provided the HSCPA report to the Town Board; minutes of the 11/14/2023 meeting have been emailed to Town Board members; no December Board meeting was held in preparation for the 01/06/2024 Retreat, affirming their mission, vision, & values.

Courthouse Community Garden-was revitalized in 2023. There are now 24 permanent plots for individual gardeners to rent at a cost of \$25/year & for volunteers to grow organic produce for the Salem Food Pantry. Salem youth planted flowers & pumpkins. Big thank-you to Gerry Cutler, Trish Safner, Siri Allison, Heidi MacCauliffe, & Donna Orlyk for all of their hard work on this project.

Upcoming Events: Saturday, 01/20/24 @ 1 p.m.-HSC hosting a gathering in honor of Tauno Wirrki after his funeral service. Wednesday, 02/07/24 @ 7 p.m.-Monthly HSCPA Board meeting

Thursday, 02/08/24 @ 6 p.m.-Story Court featuring the old Shirt Factory-Then & Now "Home Reimagined"-recent episode featuring New Collar Goods will be shown in the Courtroom at 6 p.m.

Friday, 02/09/24 @ 7 p.m.-HSC welcomes Jason Alexander back to the area for a free concert.

Thursday, 06/13/24 -HSC hosting a multi-Chamber mixer

Thursday, 07/04/24-July 4th Parade & Carnival

Saturday, 07/20/24-Al Fresco

Thursday, 07/25/24-Washington County Bank

Saturday, 10/05/24—Beer n Brats

Possible events w/o secured dates: Music of Salem concert; Chamber Concert (Dan & Kaori); On-line Auction; several free Folklife concerts in collaboration w/Crandall Library Folklife Center; Community Potluck Picnic; LL & P & a busy Great Hall Gallery show line up.

April Fool's Race-HSC is looking to take over this event from the Rotary Club to keep it going; more will be forthcoming on this shortly.

MOU & Lease Agreement-Still looking forward to further discussion on both matters.

6:30 p.m.-Introduction of Attorney Matt Fuller, who will be guiding the Town on the Sewer Project, & Mary Beth Bianconi from Delaware Engineering. Mary Beth advised that this process began in 2018. Funding that has been rec'd. or will be rec'd.: USDA Grant of \$30,000; LGLCRP-\$15,000; Salem Central School-\$5,000; Salem Area Chamber of Commerce-\$2,500; \$10,000-Anonymous Donation. Matt reported that funds are very competitive, & the Town must prove that they are ready to move forward. A Bond Resolution will need to be adopted to finance grant applications; the Board can vote to cancel the Bond Resolution & disband the district as long as no funds have been expended. Sheets showing the next steps/actions that need to be taken, in what order, & the professional fees necessary were handed out, including off ramps (i.e. if Referendum does not pass, funding is not awarded, or bids are not awarded). If any of the above listed were to happen, the process ends; it is, however, quite possible that funds would have been expended to the point that the process ends. The approximate yearly cost to operate the Treatment Plant would be about \$103,000.00. The total cost/billable unit for both the operating/maintenance cost & the debt service to the homeowner, **w/o any grant financing**, would be about \$2,178.00, **which will NOT happen**. With all the grant funding that could be awarded, that cost drops to \$738.00, according to the Draft Map, Plan & Report provided by Delaware Engineering, which needs to be finalized. There would also be an approximate cost of between \$250-\$300

electrical cost to run the grinders, depending on water usage. Keep in mind that you design what you need today, w/expansion possible—more users are beneficial to lower cost.

Appendix B includes the list of parcels for the new Sewer District when the report was prepared. Appendix E shows the charges for the O & M & Debt Service. Need to figure out the method of charges—similar to Water Bills now: put the debt service on the January tax bill & bill separately for the O & M charges or put both charges on one bill. Need to figure out how to assess the cost. Questions were asked by the Board of both Matt & Mary Beth; information was provided by both. Thank you to both Matt & Mary Beth for coming to this meeting.

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Minutes

Water-Eric emailed report to all Board members. Still 318 meters in service, w/no new water hook-ups for the month. Regular upkeep/maintenance performed; eye wash & fire extinguisher checks completed.

Had a few dig safe mark outs to do; all hydrants have been winterized & are ready for the cold months. If a fire hydrant is used, **PLEASE** contact the Water Dep't. as it will need to be re-winterized. Monthly water sample required by D/O/H met the bacteriological requirements for a public water supply as set forth in subpart 5-1.5 of the NYS Sanitary Code under Public Health Law 225. Have been working on getting year-end work done for water & have started working on 2023 water quality report info. Hoping to have all the info for 2023 year done & updated onto the Town's website by February 1, 2024. Still waiting on numbers from the hydrant test done @ the HHHN site; numbers need to be entered into the records.

It is greatly appreciated when it snows if Town residents clean around the hydrants near their property; it makes accessibility so much easier in case of an emergency. Report will be filed.

Historian/Historic Preservation-Judy & Al are working diligently to handle any & all matters while Judy is in the hospital in Boston. She reports that the Norman Rockwell models exhibit that she & Tom McMorris worked on is currently being exhibited @ Crandall Library in Glens Falls & has been enjoyed by a great number of people. This exhibit will become a permanent part of the Town Archives. Two major projects are being planned for completion in 2026. The first is updating "The History of Salem", published by the Asa Fitch Historical Society in 1976. The new chapters are outlined & publication costs will be requested shortly from a few printers. The cost will determine whether to go w/hardcover/softcover # of add'l. pages. The second project is to update the Historic Tour, which was also printed in 1976. QR codes/YouTube or some other social media program will be utilized. Depending on cost, a print version may also be a possibility.

Historic Preservation Report-The committee has not rec'd. any new applications for Certificates of Appropriateness, which must be submitted to ensure that changes/alterations/signage within the District comply w/ Town Law. The Commission has been made aware that new signage has been erected w/o the required approval; we ask cooperation & awareness from the Town Board & others to alert property & business owners to the Town Law enforcement of the Certificate of Appropriateness w/in the Historic District boundaries. The Commission is encouraged that new businesses & homeowners are choosing Salem's Historic District but in order to remain equitable & viable, the laws must apply to all.

Report will be filed.

DCO Report-Nothing rec'd.

NEW BUSINESS

FEMA Maps-Tracey Ledder-There will be a meeting on 02/21/2024 @ the County Building B w/DEC from 1-3 p.m. on the new FEMA flood maps. Supervisor Clary would like Tracey Ledder to attend the meeting as she is the person from Delaware Engineering that does the Flood Plain Determination forms for the LRCC-1's for the Code Enforcement Building permits issued. Supervisor Clary reported that the new maps show no flood

plain mitigation that was done on White Creek after Irene & a lot of money was spent. The Board wanted an estimate of what Tracey would charge to attend; Supervisor Clary will reach out to her.

Town Office Space-Peter & Laura Dunham proposed that once the space was all cleared out in the flower shop, the space would be ready to rent. They offered the space to the Town for their Town Offices @ a cost of \$200/month, plus utilities (about \$250 for electricity). It will take awhile to clean out their space, but both wanted to offer the option to the Town. Thank you, Laura & Pete, for your generosity in offering us the space! No decision was made at the meeting.

Shushan Bridge Lights-Meter Agreement w/NYSEG-The lights on the Shushan Bridge will now be put on the Shushan Lighting District billing. **Motion made by** Councilman Howard Law, seconded by Councilman Wyeth Coburn, giving permission for Supervisor Clary to sign an Agreement w/NYSEG to include the cost of

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the lights on the new Shushan bridge spanning County Route 61 to be included w/the Shushan Lighting District billing; passed unanimously 5-0.

Climate Smart Community-Jill Nadolski, Hebron Town Councilwoman, & Randy Brooks, from the Climate Smart Hebron Task Force, were present. Randy noted that the Town of Hebron was the first dedicated smart community in the area. There will be a 'café project' called 'Fix It Afternoon' on April 06, 2024, @ the Salem Courthouse from 1-4 p.m. This will be a repair event for people who might need lamps fixed; toys repaired; sewing projects, etc. They would like Salem to partner w/Hebron in this venture, asking for \$200 from the Town of Salem & the Town of Hebron will contribute \$200. The event will all be volunteer; waivers will need to be signed by vendors & those bringing in things to fix. Points are given from NYS for this project; Yvette Bordeaux, Chair of the Salem Climate Smart Community initiative, is on board w/this. **Motion made by** Councilman Howard Law, seconded by Councilwoman Brenda Levey, to appropriate \$200 from Economic Development for this project; passed unanimously 5-0. Clerk to Supervisor Chambers advised that she would need who this would be going to for the transfer.

****BAR**-Supervisor Clary advised the Board that Winona Hathaway has volunteered to serve on the Board of Assessment Review & she needs to be approved. **Motion made by** Councilman Howard Law, seconded by Councilman Tom McMorris, to appoint Winona Hathaway to the Board of Assessment Review; passed unanimously 5-0.

Sewer Committee-Supervisor Clary has two more people interested in serving on the Sewer Committee—Charles Reiss & Peter Dunham. **Motion made by** Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to appoint Charles Reiss & Peter Dunham to the Sewer Committee; passed unanimously 5-0.

Engineering Ventures-on behalf of Hudson Headwaters will be dealing w/NYS Dep't. of Transportation to lower the speed limit on Route 22, installing new signage. They need a letter of support from the Town of Salem. **Motion made by** Councilwoman Brenda Levey, seconded by Councilman Tom McMorris, giving permission for Supervisor Clary to do a letter of support for reducing the speed limit to thirty (30) mph @ Albert Sheldon's farm stand & thirty (30) mph at the Church (Bacchur Fellowship), NYS Dep't. of Transportation to put up new signage if agreeing to the speed limit reduction; passed unanimously 5-0.

OLD BUSINESS

Website Update-Everyone should have their .gov emails working now; some glitches are still happening but all should be using their new .gov email.

Spectrum Services for T/O/S-Councilman McMorris shared the letter he wrote to Spectrum w/a list of the Town's Spectrum/Charter acc'ts. & what would be needed for each. Tom also attached copies of bills for each. Thank-you, Tom, for staying diligent w/this much needed project!

Motion to Adjourn-Motion made by Councilman Wyeth Coburn, seconded by Councilman Howard Law, to adjourn the regular monthly meeting of the Salem Town Board; passed unanimously 5-0; meeting adjourned @ 9:20 p.m.

Next Regular Monthly Meeting will be held on Wednesday, 02/21/2024, in Proudfit Hall; 181 Main St.; Salem, NY, beginning @ 5:00 pm for review of Warrants #2 & Highway Abstract # of 2024 for payment. The regular business meeting will be called to order @ 6:00 pm.

Respectfully Submitted,

Patricia A. Gilchrist-Town Clerk-Town of Salem

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ADDENDUM TO MINUTES

Not known at the time of the meeting, this appointment needed to be done by Resolution. **Resolution #27 was passed unanimously 5-0 by the Salem Town Board @ the April 17, 2024 monthly meeting. At the instruction of Washington County Real Property to Clerk Gilchrist, Winnona Hathaway is to fill the unexpired term of Tauno Wirkki, ending on 09/30/2026. At that time, the Salem Town Board can appoint & approve Winnona Hathaway to her own five-year term, should she request the same. A copy of these minutes will be sent to Washington County Real Property @ their request.

