

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
JUNE 19, 2024

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

Others Present: Travis Keys-Highway/Water; Herb Perkins-Courthouse; Patty Burch-Courthouse Kitchen; Kim Erbe-Planning Bd./Library; Rebecca Brown-Water/Library; Larry Haber-Economic Development; Sandra Haber-Georgi; Tom Rogers-Co. Bd. of Elections; Ashley Skogsberg-Co. Bd. of Elections (Tom's Deputy); Jeff Curtis-Co. Bd. of Elections; Mindy Suprenant-Co. Bd. of Elections (Jeff's Deputy)

Public Present: Mike Bukowski; Tina Fleming; Becky Ertel; Anne Snyder; Susan Herrington; Bill Morrow; Cindy Rogers; Cynthia Weinrich

Absent-Councilwoman Brenda Levey; Eric Rogers-Water Dep't.; Judy Flagg-Historian/Records Mg'mt. (Ex.); Al Cormier-Deputy Hist./Records Mg'mt.; Jeanne Smith-Georgi; Steve Saunders-Salem Fire Dep't. (report provided); Jim Carrolan-Sewer Comm.; Nancy Quell-DCO (report provided)

5:00 P.M.-Review of **Warrants #6 & Highway Abstract #6 of 2024** for approval & payment

Review of Water District Financials-Clerk to Supervisor Chambers reviewed the total cash, other receivables, budgetary & expense account figures. Fund balances are: Capital Reserve-\$15,940.16; Reserve for Repairs-\$5,977.56; Reserve for Debt-\$165,550.76; Unreserved Fund Balance-\$220,305.15 for a total in Fund Balance of \$407,773.63. Total Budgetary Revenue Acc't. = \$363,718.86 for Total Liabilities & Fund Balance of \$771,492.49. Detail of Revenues & Expenditure sheets reviewed. Balance Sheet shows: Checking-\$2,983.19; Water Division-ICS (Int.)-\$264,376.42; Water Reserve Ckg.-\$187,468.48; Acc'ts. Receivable-\$29,892.54 for a total of \$484,720.63. Total Liabilities & Unexpended Fund Bal.-\$484,720.63

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

Approval of Minutes from 05/15/2024 Regular Monthly Meeting-Motion made by Councilman Howard Law, seconded by Councilman Tom McMorris, to approve the minutes from the regular monthly meeting of the Salem Town Board; passed 4-0.

Approval of Warrants #6 & Highway Abstract #6 for payment-Motion made by Councilman Howard Law, seconded by Councilman Wyeth Coburn, to approve Warrants #6 & Highway Abstract #6 for payment; passed 4-0.

PUBLIC COMMENT

Guest Speaker

Tom Rogers-Washington County Board of Elections-Republican Chairman-Tom introduced his Deputy, Ashley Skogsberg, & the Democratic Chairman, Jeff Curtis, & his Deputy, Mindy Suprenant. Tom explained the Board of Elections takes a lot of time to correct names & addresses, doing registrations, filling out & filing of petitions for candidates running for office. You may also register to vote through NYS-DMV, who then sends those registrations they have rec'd. to the Board of Elections. Washington County currently has 38,624 registered voters; population of the County is 61,302. There are 57 counties in NYS. Tom did explain that if someone voted (either in person or my absentee ballot) the day of the election & that person passes away 3 or 4 days later, their vote still counts because they were alive when they voted. All results are tabulated & sent to NYS Board of Elections, who review & compile the results, sending back their findings to

the County. Many times, the State will conduct an audit of the results; these audits are very thorough & everything is looked at. Researching fraud & fraudulent activities is high on the State's priority list. The NYS

Page 2

June 19, 2024 Minutes

Board of Elections has not found anything amiss w/the Washington County Board of Elections. There are gaps in the system that both NYS Board of Elections & County Boards of Election recognize & are trying to correct as many as possible. Some questions were asked by those in attendance & were answered by the Board of Elections to the best of their ability or knowledge. Thank you all for taking the time to attend our meeting.

Susan Herrington-from NY Systems Audit Group reported that this group is constantly checking for election law violations & that lawsuits have been filed in the states of PA & MD. How are these violations happening? The Group is asking for help from the Salem Town Board by signing a Resolution asking our Representatives to investigate where & why fraud is taking place, voting Yes on the passing of the Resolution.

Town Clerk Monthly Fees-Clerk Gilchrist reported to the Board that \$384.00 had been collected in fees for the month of May, 2024.

Salem Volunteer Fire Dep't.-14 calls for the month of May, 2024: 11-Salem (2-EMS lift assist; 2-MVA's; 1-ECHO; 1-Alarm Activation; 1-LP gas leak; 1-tree fire; 1-power lines down; 1-landing zone;1-call back to a MVA by the NYS Police for possible tree removal, which was not needed.

Mutual Aid Calls: 1-Hebron (ATV crash); 1-Arlington, VT (swift water/MVA); 1-Shushan & Cambridge-MA stand-by in Salem station)

Training: Station maintenance; driver/pump training; bailout training. Phil Rea graduated from IFO. Bill Mitchell & Greg Fifield graduated from swift water rescue training.

Meetings-Fire Dep't. monthly meeting

Report will be filed

Shushan Volunteer Fire Dep't.-No Report for month of June, 2024.

Salem Rescue Squad-No Report rec'd.

Highway Dep't.-Travis reported that Kingsbury was interested in the 2004 truck; they have a piece of equipment Salem could use so maybe a trade could be made. The cost of a shipping container for oil is approximately \$3,000 for a used one. Howard will check for one. Travis will check w/Capital Tractor or Salem Farm Supply to check prices on a new trailer. New truck still doesn't have the body—can't get it across the Canadian border! Have been putting in tubes on Priest Rd.--some needed ditching & shoulder cutting. Been around patching holes in the blacktops; street sweeping in the former Village is done; all Town roads have been done. Have been doing some tree work but still more to be done. Most of the dirt roads have been done once w/the grader--some twice. Hanks Rd. project is on hold; a week of no rain is needed after it has been ground to set-up. Travis working on getting the bids ready for the '02 frame & box swap. Began preparing the site for the future sand & salt barns. Will be getting shot rock from Hudson Headwaters site, to get the site up to grade. There will be many up-coming classes over the next month & Salem will be hosting one at the Town Barn. Cornell Local Road Program recognized the Town of Salem Highway Dep't. for outstanding achievement in innovation through the NYSLTAP-CLRP's 2024 'Build a Better Mousetrap Competition'. The Department displayed exemplary ingenuity in the development of both their "Unrolled Road Fabric & Wing Digging" creations. This 'Build a Better Mousetrap competition' is a statewide contest among highway & public works departments to discover & share creative ideas that solve everyday problems. The two innovations for the Town of Salem were two of the honorable mentions for the 2024 competition, which will be submitted to the National Build a Better Mousetrap Competition, taking place sometime in July. A big congrats to Travis & his crew for entering this competition & for innovative ideas-great job!!

The short report for the meeting, as well as Travis' day by day work for the month of May, 2024, will be filed.

Water Dep't.-doing hydrant risers; valves are done. Will be working on curb stops. Well will be cleaned in July, one month earlier than thought. Hope to get the drone from the County in the fall to check out the tank from the air. Mark Rode hooked up new computer w/security. Rebecca has begun to mail out water bills.

New OSHA Requirements for Fire Dep'ts. (e-mailed to Supervisor Clary from Chief Saunders)-

The NFPB is changing or instituting many new changes that will affect local, non-paid Fire Departments &

Page 3

June 19, 2024 Minutes

Rescue Squads. This could get very costly! Is there any way to let OSHA know that money may be an issue for small volunteer fire departments, rescue squads, etc? All these changes/requirements will certainly be affecting budgets for all in 2025!

Courthouse-Herb emailed minutes to everyone from the 06/12/2024 Board of Director's meeting. He introduced Michelle Anderson, Att'y., w/the Anderson Firm PLLC, located on West Main Street in Cambridge. She has experience working w/not-for-profit organizations & transitioned w/Allan Rigley for the last four yrs. She will now become the HSCPA attorney & is willing to help w/ anything from by-laws to negotiations. Herb, Supervisor Clary, Christine Michael, & Krista Sullivan attended a meeting w/Darren Johnson, from the Greenwich Journal, & Adam Levey, a columnist w/ the newspaper. They discussed more coverage for both the HSCPA & the T/O/S Town Board. Beginning in September, the paper will begin publishing two times/month. Jan Baxter will become the official photographer & publicist for the HSCPA pro bono. Supervisor Clary announced that the paper will be delivered to each Salem resident to start with & then w/advertising, the paper will move toward subscriptions. Community Foundation Dinner @ Courthouse on 06/08 was very well attended & all had a good time. The 'Longest Day of the Year' run is on 06/22 & will end at the Courthouse. The Salem Emergency Squad is close to getting reimbursements from Medicare for deliveries to ER's, mental health facilities, etc. The VT. State Park @ Egg Mtn. will have another meeting soon; Supervisor Clary thinks they will not be using the T/O/S as their entry point; she thinks they want to keep it in VT. Herb reported that the DASNY grant has \$18,500 left & will need to be spent by July 29, 2024. Some of the money was used for ceiling repair in the courtroom, heating system update, & roof/brick work. The rest will be spent on the deck Tim Braymer will be building. Tim will also secure the Battenkill Kitchen ridge cap on the roof. A new LED light fixture has been purchased to replace the broken one in the kitchen. Working w/Mary Menard & committee on the "Courthouse Fall Fest", scheduled for Saturday, 09/21, 3-7 p.m. There will still be a beer garden but family activities will be added. Website training on Gmail, Google Docs, & Google Calendars is scheduled for Tuesday, 07/09, @ 5:30 p.m. w/Michael Ammaturo & Marissa Perkins. Participants should bring their own laptop, will last approx. one hour & will be Zoom available & recorded. Planning continuing for Alfresco Dinner in July. Director Krista Sullivan & Administrative Director Marissa Perkins will each be doing 20 hours, sharing the load at the Courthouse.

LL & P-The 19th season of L L & P begins the morning of July 8; have fun kids!! Chambers Farm, Sarah Parker, & Woody Hill are allowing kids to trail through their properties to get to Riley Hill; thank you to each of you!

Next Board of Directors Meeting-Wednesday, 07/10/24 @ 7 p.m.

Report will be filed.

Upcoming events at the Courthouse:

July 4-Thursday-Parade, followed by carnival on the HSCPA grounds

July 5-Friday-Opening Reception w/artist (T/B/D), 5:00 p.m.

July 8-Aug. 9-Lunch, Learn & Play will run

July 20-Saturday-Al Fresco

August 2-Friday-Opening Reception w/artist (T/B/D), 5:00 p.m.

September 6-Friday-Opening Reception w/artist (T/B/D), 5:00 p.m.

September 13-Friday-Folklife Concert-7-8:30 p.m.

October 4-Friday-Opening Reception w/artist (T/B/D), 5:00 p.m.

October 5-Saturday-Beer n Brats

October 18-Friday-Folklife Concert Series, 7-8:30 p.m.

October 26-Saturday-Trunks n Treats, 3-5 p.m.

November 30-Saturday-Holiday Market

December 8-Sunday-Love n Light tree lighting, 5:00 p.m.

Page 4

June 19, 2024 Minutes

Planning Board-The Planning Board meeting will be held on Tuesday, 06/25, @ 7 p.m. in the Town Office this month due to graduation. Some Planning Board Clerk has a daughter graduating this year—wonder who that is?! Congratulations to Molly & the Erbe family on the terrific job Molly has done through her high school years—now on to the University of Rhode Island!! Two Site Plan applications: One for the installation of a 10.08 kw roof-mount solar array on property located @ 78 Fleming Way & another application for a 198 sq. ft. addition to existing home, located @373 Quarry Road; one sub-division application for boundary line adjustment.

Georgi-Riverwalk ADA project-Jack Waite, Architect, has people he can contact. Corinna Aldrich from Soil & Water, had identified invasive species. There will be a meeting on 06/26. Five organizers are now going forward w/the Provisional Charter through the NYS Education Department. Still working on figuring out the insurance issue. **1.-Motion made by** Councilman Tom McMorris, seconded by Councilman Wyeth Coburn, to call Karen Buckley, NYMIR Risk Assessment Specialist, to see if Special Event Insurance would be needed for 'Country Night at the Georgi', so event could move forward. The event is already scheduled for Thursday, 06/27/2024, on the lawn at the Georgi. If advised that Special Event Insurance should be purchased for this event, then the money would come from Georgi funds to purchase said Special Event Insurance. **ROLL CALL VOTE:** Councilman Tom McMorris-Yes; Councilman Wyeth Coburn-Yes; Councilman Howard Law-No; Supervisor Evera Sue Clary-Yes; Councilwoman Brenda Levey-Absent; motion passed 3-1.

2.-Motion made by Councilman Wyeth Coburn, seconded by Councilman Howard Law, that the amount of insurance needed for everybody/anybody that does business with the Town of Salem should be \$1,000,000 each occurrence-\$2,000,000 aggregate, with the Town of Salem named as an additional insured. **ROLL CALL VOTE:** Councilman Wyeth Coburn-Yes; Councilman Howard Law-Yes; Councilman Tom McMorris-Yes; Supervisor Evera Sue Clary-No; Councilwoman Brenda Levey-Absent; motion passed 3-1.

Sandy Haber e-mailed everyone the Georgi Administrative Project Plan for 2024 (w/updates if needed); the Provisional Charter Board of Trustees w/Committees & members; Georgi 2024 Museum events, rentals & project dates; copy of the advertisement for 'Country Night at the Georgi'. Updated Rental Agreement was also sent, w/rates listed on the back for rentals (why do rates on back for cost of rentals include 12865/12873/12816

Zip codes but the Park/C.R. rental fees & just CR rental does not include the 12816-zip code? It was approved & voted on by the Board several years ago to include the 12816-zip code.) No mention on the Rental Agreement what the insurance requirements are; should be listed here is you are having the renter sign the Agreement. Sample Certificate of Insurance was also sent but the \$2,000,000 needs to go into the Aggregate square. Need to see corrected Agreement, adding "NO SMOKING" & "NO FIRES OR GRILLING" language.

Jeanne Smith also send an e-mail from regarding the Washington County Alternative Sentencing youths who will be doing work down at the Georgi. Sherry Sheehee, Co-Ordinator, questions how the insurance would work when there are clients from drug court who volunteer as they don't work for the County. Jeanne also spoke w/Katharine @ Hubbard Hall & they do have the required amount of liability insurance. They just need to name the T/O/S as an additional insured. If Board gives approval for the event to be held, date & time need to be finalized.

Sewer Report-Wyeth Coburn reported that hopefully there will be public engagement in the next month or so on the Sewer project. Information will be put on the Town's website when scheduled. Still working on a site location.

Parks & Rec-Veteran's Memorial Park looks beautiful; thank-you to Laura Dunham for the beautiful pots at the entrance.

Historian's Report-Provided by Al Cormier. More headstones have been repaired by Joe Ferrannini in the Revolutionary War Cemetery. Tree branches have fallen into the cemetery, hampering the grass mowing on the south & north walls; branches need to be removed. No solution to the west family vault mowing & wall; this area needs serious weed whacking. Wyeth will try to contact Adam Kaufman, who mows the cemetery. One large tree on the south wall is very rotten & should be removed. Two Salem residents sent donations for stone repair. The Memorial & Veterans' Park is well kept, its gardens flourishing w/volunteer help. Judy Flagg

Page 5

June 19, 2024

Minutes

applied for a grant through 'Saluting Branches', a CA based outfit, for free assistance in tree management in cemeteries but was turned down because the project was too small. The mental health film 'Out of the Darkness' was shown in the courtroom @ the Courthouse on 06/13 @ 7 p.m.; approximately 40 people were in attendance. The film was sponsored by Todd & Lauri Teal from Shushan; a second film will be forthcoming about a man suffering from PTSD, caused by seeing the murder of his parents as a child. Films are intended to foster public awareness of mental health issues & their existence & the fact that there is help available for those in need.

Ed Donoghue contacted Al looking for interior floor plans & whatever else might be available for the bays in the old firehouse next to the former Village offices. Original blueprints are framed & hanging behind the desk of the Justice in the public room. Most documentation was destroyed in the fire of 1976. Al was able to find an old photograph of the original doors of the fire bays for architect, John Waite; the doors will be reproduced as part of the renovation.

2023-2024 Local Certified Government report for the Historic Preservation Commission has been sent to NYS Historic Preservation Office (SHPO). Two on-going projects: 1.-Salem Central School was denied a Certificate of Approval for the proposed closure of the archway from the elementary school to the main building. SHPO was asked to advise the school & its architect as to what appropriate materials should be used. 2.-New Collar Goods renovation of the C. A. Baltz building was granted a Certificate of Approval & the renovations have met all the proper standards/guidelines. The Magnolia TV Channel featured the renovations done so far. The owners plan to continue renovation of the second floor & the third floor living quarters as well as doing landscaping work.

A third project already completed this summer was the renovation work at the United Presbyterian Church with the new handicap ramp installation & new railing. Over the past three years, the steeple was repaired & the church was painted. All work was done by a restoration company following acceptable guidelines.

Al was to speak about growing up in MA during WW II but the event was postponed due to lack of attendance. However, demands for his book, "Next Year in Salem", a book about Salem during WW II, continues to be in demand.

Records Management-Work will need to be done in the basement in the town record archive room due to the modernization of the Courthouse fire alarm system. Wiring must go through the ceiling of the room. A fire detector will probably need to be placed in the room as part of the fire system. HSCPA is working w/ Architect, Jack Waite, & raising money for the work.

Salem Area Woman's Club-Historical records of the Club are now part of the historical records & are stored in the basement archive. Kay Tomasi, along w/other club members, have been culling records, saving three cubic feet of the historically important records.

Report of the Historian & Records Management news will be filed.

Bancroft Library-Supervisor Clary reported that Jack Waite & his associate, Molly Jordan, were at the recent library meeting. A garden will be planted in the fall. The Library has been approached regarding use of the computer space in the library to help those Salem residents who need to come off or want to apply to see if they can come off the new FEMA flood maps. Supervisor Clary is keeping in touch w/our Delaware Engineering Flood Plain Manager, Tracey Ledder, to pick a time that would work for both she & the Library. (See info under **Supervisor's Report** below.)

Economic Development Committee-Larry Haber e-mailed the minutes of the 05/20/24 meeting to all. Guest speakers for the meeting were: Jill Nadolski, a member of the Hebron Town Board & Hebron's Climate Smart Community & Josh Dranoff, from the Capital District Regional Planning Commission. Jill w/share some info on what Hebron has done/is doing regarding their Climate Smart projects & will consult w/Salem going forward. Josh spoke about the grant process for Climate Smart communities & identified what grant levels Salem has already qualified for w/their projects--\$5,000 & \$10,000 & how close Salem is to reaching the \$50,000 level. He will also provide a spreadsheet, keeping track of Salem's progress so the Town will know their current status. Updates were given by Supervisor Clary on the Linke Properties, including Shushan Bentwood; sewer

Page 6

June 19, 2024

Minutes

update; talks @ Wash. Co. re increasing sales tax from 7% to 8% ongoing, along w/Warren & Saratoga counties; possible developer for the old Gotham Mill on Vale Street has been identified; rocks from the HH site will be utilized on the banks of the Battenkill down at the Georgi (will be moved to a holding area until work is begun; this is at no cost to the Town). Larry listed Project updates for the Georgi, the Sewer Committee from Kay Tomasi, & Climate Smart work. Larry listed what he has been doing re economic development--who he has been meeting with & what projects are being discussed.

Next meeting will be June 17, 2024, @ 9 a.m. in the Salem Town Office.

DCO Report-None rec'd.

SUPERVISOR'S REPORT-Tracey Ledder, Flood Plain Mgr. from Delaware Engineering, can come one day from 4-7 p.m. for \$800 to work w/residents on the Library computers filing whatever is necessary, if possible, so residents can be removed from the new FEMA flood plain maps.

Motion made by Councilman Howard Law, seconded by Councilman Tom McMorris, to go forward w/purchasing post cards to send to residents listed on the new flood plain maps. Need a minimum of twenty (20) people in attendance to schedule, having people register ahead for a specific time; passed 4-0.

NEW BUSINESS

Comprehensive Plan Update-\$72,000 grant available.

OLD BUSINESS

Climate Smart Community-John Bardwell would be willing to work w/Yvette Bordeaux on this project.

Thank you, John, for volunteering.

SLIC Update-Someone from SLIC will be coming to the Town Office on Thursday, 06/20/24, to review the set-up for the new phone system.

CORRESPONDENCE-None

PUBLIC COMMENT

SUSAN HERRINGTON-NY SYSTEMS AUDIT-requesting the Town Board to sign the Resolution she has presented to go to our Legislators, for a legally valid 2024 General Election. **RESOLUTION #31**-Motion made by Councilman Wyeth Coburn, seconded by Councilman Howard Law, agreeing to sign Resolution as presented

by the NY Systems Audit Group, for a legally valid 2024 General Election. **ROLL CALL VOTE:** Councilman Wyeth Coburn-Yes; Councilman Howard Law-Yes; Councilman Tom McMorris-Yes; Supervisor Evera Sue Clary-No; Councilwoman Brenda Levey-Absent; passed 3-1. Resolution was signed by those Board members present, indicating Yea or Nay next to signatures.

Tom Rogers w/Board of Elections-reiterated that NYS does an audit of the machines; they are checked very carefully & NYS had **NEVER** been identified as a critical state in the 2020 election. NYS Gov't. should be doing any audit conducted of any NYS Board of Elections—not the NY Systems Audit Group.

Tina Fleming spoke as a private citizen, explaining that she cannot decrease the flood insurance on their residence. Is Wash. County looking at removal of the Archibald Street bridge??? Tina would like the Town to pursue grant money for flood mitigation. **Motion made by** Councilman Howard Law, seconded by Councilman Wyeth Coburn, giving permission for Supervisor Clary to research what grants could be available for flood mitigation; passed 4-0.

Mike Buckowski-asked if the Flood Hazard Mitigation Plan was done yet & if so, was it put into place.

Motion to Adjourn-made by Councilman Tom McMorris, seconded by Councilman Howard Law, to adjourn the monthly meeting of the Salem Town Board; passed 4-0. Meeting was adjourned @ 8:25 p.m.

Page 7

June 19, 2024 Minutes

Next Regular Monthly Meeting of Salem Town Board-will be held on Wednesday, June 19th 2024, @ Proudfit Hall; 181 Main Street; Salem, NY. Review of Warrants #7 & Highway Abstract #7 for payment will begin @ 5 p.m., with business meeting being called to order @ 6 p.m.

Respectfully submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem

