

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
AUGUST 16, 2023

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

Others Present: Travis Keys-Highway/Water; Jeanne Smith-Georgi; Rebecca Brown-Water Clerk/Library; Herb Perkins-Courthouse; Jim Carrolan-Sewer Comm.; Kay Tomasi-Economic Development/Sewer Comm; Larry Haber-Economic Development; Sandra Haber-Georgi; Mary Beth Bianconi-Delaware Engineering

Public Present: Joanne Steele; Steven Ladas; Sherri Slater

Absent-Eric Rogers-Water Dep't.; Kim Erbe-Planning Bd./Library; Judy Flagg-Historian/ Records Mg'mt.; Moe Patrick-Planning Bd.; Bob Graham-Salem Fire Dep't.; Nancy Quell-DCO

5:00 P.M.-Review of **Warrants #8 & Highway Abstract #8 of 2023** for approval & payment

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

Minutes-06/12/2023- Meeting w/Salem Vol. Fire Dep't. @ Firehouse-Motion made by Councilman Howard Law, seconded by Councilwoman Brenda Levey, to approve the minutes of 06/12/2023; passed 3-0. (NOTE: Councilman Marcus Blanck resigned from the Salem Town Board on 06/02/2023; Councilwoman Laura Dunham was absent.)

06/28/2023-Special Meeting for Georgi-Held @ the Georgi Community Room-**Motion made by** Councilman Howard Law, seconded by Councilman Tom McMorris, to approve the minutes of 06/28/2023; passed 5-0. (NOTE: Tom McMorris was appointed to the Salem Town Board @ the 06/21/2023 monthly meeting until 12/31/2023.)

07/19/2023-Regular Monthly Meeting of Town Board-Supervisor Clary needs a motion for a change in these minutes--on page 4 @ the bottom of the page 'Need to appropriate a certain amount of money for the MPR', Change MPR to PER; **motion made by** Councilman Howard Law, seconded by Councilman Tom McMorris, to accept the minutes from 07/19/2023 monthly meeting w/the changes as noted; passed unanimously 5-0.

08/01/2023-Special Meeting regarding Insurance Renewal-Held @ the Georgi Community Room-**Motion made by** Councilman Tom McMorris, seconded by Councilwoman Laura Dunham, to approve the minutes of the special meeting regarding insurance renewal; passed 4-0 (Councilman Law was absent).

Approval of Warrants #8 & Highway Abstract #8 for payment-Motion made by Councilman Howard Law, seconded by Councilwoman Laura Dunham, to approve **Warrants #8 & Highway Abstract #8** as presented for payment; passed unanimously 5-0.

PUBLIC SPEAKER-Sherri Slater inquired about an Eagle Scout Project, done by two young men in the community who rec'd. donations to do this project, involving building two dugouts & bleachers on property owned by Salem Youth Sports behind the storage tanks on West Broadway, where baseball fields were to be put in & as of yet have not been utilized. Councilwoman Dunham reported that Salem Youth Sports needs help w/this project; Sherri reported that she would be glad to lend a hand to get this done. She will include her phone number on the sign-in sheet. Thank-you, Sherri, for your interest!

Mary Beth Bianconi-Delaware Engineering-Sewer Project-Mary Beth explained that a Resolution was needed by the Town Board to approve the appropriation of \$2,500 in ARPA funds for preparation of the Map Plan & Report, which will be subject to a 30-day referendum. Grants are available that can be applied for (some have already been done according to Delaware's timeline).* Grants will be done in the summer of 2024

(June-July). Office of the State Comptroller will monitor if the project is approved by a vote (Jan.-April, 2024).

Estimated Costs:

Map Plan & Report - \$ 2,500	Grant Process - \$ 7,500
Public Hearing - \$ 7,000 & SEQR	Finalize MPR - \$ 44,500
Referendum Process - \$ 15,000	Local Counsel - \$ 10-\$12,000
OSC Review - \$ 12,500	

Resolution #58-Motion made by Councilwoman Laura Dunham, seconded by Councilman Howard Law, to appropriate \$2,500 from ARPA funds for preparation of the Map Plan & Report for the proposed Sewer District.

Roll Call Vote: Supervisor Evera Sue Clary-Yes Councilman Howard Law-Yes
 Councilwoman Brenda Levey-Yes Councilman Tom McMorris-Yes
 Councilwoman Laura Dunham-Yes

Passed unanimously 5-0

Highway-Travis emailed reports to everyone. He also reported that Delury informed him that there were limited trucks available currently & waiting until November of 2023 will not insure the Town a truck delivery for 2025. Need to do a Letter of Intent now to get on their list for a truck for 2025. **Resolution #59-Motion**

made by Councilman Howard Law, seconded by Councilwoman Laura Dunham, giving approval for Sup't. Travis Keys to send a Letter of Intent to Navistar Inc. (quote from Allegiance Trucks-Jeff Delury going off Onondaga quote) to get on the list for ordering the following: New 2025 International Model HX620 SBA 6 x 4 Heavy Duty Tandem Axle Truck w/a combination dump body, sander body, plow, wing & all necessary hydraulics at a cost of \$332,613.00;passed unanimously 5-0.

Finishing up paving for this year; mowing tractor is back as of 07/10/2023 (have pricing on new mowing tractors for 2024 budget); rec'd. letter from Morton salt disagreeing w/NYS on salt pricing; going to look @ some used tailgate salt brine tanks tomorrow (Friday, 08/17/2023); Corinna Aldrick from Soil & Water advised Travis that money is available through Soil & Water for the parking area/turn around site on REXLEIGH ROAD & also for a salt brine tank. Still have two full-time spots available in highway dep't. New water pick-up in 2024 budget??

Trucks over 18,000 lbs. now need a master switch; check w/Attorney Klingebiel.

Day by day report for the month of July, 2023 & Travis's short report will be filed.

Water- Eric emailed report to everyone. Still 319 meters in service, w/no new hook-ups for month. Two weeks ago, the road washed out going up to the water barn. Still looking into a more cost-effective way to read meters & fix the "no or miss" reads. Looking into cell units to fix some of the "no or miss" reads. Regular upkeep/maintenance performed; eye wash & fire extinguisher checks done; had a few dig safe mark-outs; 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 State Sanitary Code under Public Health Law 225. Will be installing a test port; well #1 will need cleaning this year-hope to be able to get this done in Sep't. Did big round of water testing; all tests came back & looked good; report will be filed.

Review Union Contract-Councilman Law talked to the Union-last representative has passed away so he is waiting to hear who the replacement is.

Salem Volunteer Fire Dep't., Inc.- 20 calls for month of July: 12-Salem (4-water emergencies; 3-MVA's; 2-landing zones; 2-hazardous conditions 1-good intent; 1-grass). **8 Mutual Aid Calls:** 3-Cambridge-(stand-by's); 2-Shushan (water rescue; alarm activation); 1-Arlington-(water rescue); 1-Hebron (MVA)

Training-Station maintenance; driver training & swift water rescue

Meetings-Fire Dep't. monthly mtg.; Chief & Officers mtg.

Total hours for year-4,419

Report will be filed.

Dog Control Report-Chocolate Lab is missing on Black Creek Road (only reported on Facebook); site visit to a residence on East Broadway-resident having issues w/someone walking a white poodle w/a long leash that messes in their driveway. Both parties were contacted by DCO; report will be filed.

Courthouse-Herb reported that he has five (5) insurance certificates for the \$2,000,000 in liability insurance required; the food trucks only use water & are not making any product in the kitchen. (Could the food trucks be required to show only \$1,000,000??) Courthouse Board of Directors will meet in September so if Town Board could give the Courthouse some dates for a meeting regarding the MOU that would be appreciated. LL & P went very well this summer. Herb, along w/Kim Gariepy, Tanya Carney; Heidi McCauliffe, Krista Sullivan, & Alexis did a fantastic job w/the program this summer. 6th-12th grades were involved w/Fort Salem Theatre this year. \$4,000 grant for 'Let's Get Physical' rec'd. through Washington County Youth Bureau through the Town of Salem. Potluck picnic will be held on 08/31/2023 on the Courthouse lawn to welcome/meet the new principals w/the students & their parents. In addition to food, there will be games & music.

Parks & Recreation-Nothing to report

Historian-No report

Economic Development-No meeting; hope to get back on tract in September.

Georgi-Jeanne Smith e-mailed report; someone w/a metal detector wants to go around the grounds; Jeanne found out NYS Parks & Rec requires a permit; just let the person go ahead. 'Fall into Shushan' event will be held on the grounds on 10/21/2023 from Noon-4 p.m. Norman Rockwell exhibit will be set up for this event in the Comm. Room. A new picture hanging system will be installed w/funds from donations rec'd. from the exhibit. Two separate rentals left two bags of garbage (don't keep back any deposit money & just take care of the garbage). Jeanne also had to sweep & mop after rentals.

Signs were put up in kiosk regarding video recording & 'No Driving Beyond This Point'. One sign has already been taken down & needs to go back up.

Cement tabletop fell off the table in front of the CR while two kids were sitting on it; nobody was injured. Butch set the top back on the base & caution tape has been put around the table & benches to warn people to stay off!

Spectrum replaced a box; knob on new cupboard door is missing; refrigerator shelves are missing & have not been found; Butch Gilchrest has been helping w/the electric cart for events.

Any updates on when playground musical instruments, etc., will be arriving?

Adam Kaufman has been in contact w/the Georgi re lawn service/mowing when the tents are going to be up.

Monotronics Security System-Three people listed who are supposed to be called if security is breached are Jeanne Smith, Harold 'Butch' Gilchrest, & Howard Law. Calling system is not working-no one is being called. Jeanne's report will be filed.

Planning Board-August meeting is scheduled for 08/31/2023 due to the Washington County Fair; Kim Erbe, Planning Board Clerk, will be unavailable through 08/17/2023.

Supervisor's Report-Supervisor Clary reported that Bob Henke, Argyle Supervisor & Chairman of the Board of Supervisors, & Melissa Fitch would be visiting on Thursday, 08/20/2023, @ 1 p.m. They will check out the Courthouse & visit the Archibald Street bridge.

Matt Simpson will be coming on August 28, 2023.

Matt Scheidt will be visiting the Georgi on Wednesday, 08/23/2023, w/Robert Hedman from Kohler, checking out the handicap accessibility path & checking out the Museum for climate control issues.

Supervisor Clary asked Highway Sup't. Keys if he was aware of any other shared services going on w/other towns or Washington County. He replied that other than the hot box, which is working well w/the Towns that share it, he wasn't aware of anything else.

NEW BUSINESS

2024 Budget Meetings-1st Budget Mtg. for 2024 Budget-Wednesday, 09/13/2023, @ 6 p.m. in Proudfit Hall.

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09/20/2023-Regular Monthly Mtg. of Town Board-6 p.m. in Proudfit Hall.

2nd Budget Mtg. for 2024-Wednesday, 09/27/2023, @ 6 p.m. in Proudfit Hall.

3rd Budget Mtg. for 2024-Wednesday, 10/04/2023, @ 6 p.m. in Proudfit Hall, if needed.

Insurance Renewal-If adding Cyber Security to our policy, all .gov emails must be up & running. Melissa Davidson sent an email to Supervisor Clary (which she forwarded to all Board members), stating that the overall rate increase for the Town is approximately 4%, but the impact to the Town will depend on the lines of cover-

age purchased through NYMIR, as well as: exposure changes; increasing of property (TIV) by 9% to better align w/property inflation; boiler & machinery premium due to TIV increase; CBIZ appraisal adjustments, & loss experience changes. (Note: some rates will not affect our Town if we do not have those lines of coverage.)

Grievance Board Member(s)-One of the members of the BAR still feels that the Town needs to go to a five- member Board as two of the current three members are having health issues & that would leave only 1 member if something were to happen to the other two. Think about putting a notice in the newspaper.

Resolution for Justice Audit-Supervisor Clary reported that the Unified Court System was requiring a resolution approving the annual Justice audit. **Resolution #60-Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, approving the Audit done on April 10, 2023, of the Justice Court records, performed by Supervisor Evera Sue Clary & Town Councilman Laura Dunham, finding the books of the Clerk of the Court & the Judge to be in excellent order & everything was approved; passed unanimously 5-0.

OLD BUSINESS

Provisional Charter for Georgi-Supervisor Clary still working on check list for re-instating/submitting the Provisional Charter for the Georgi Museum & Park Center. A proposed set of By-Laws was also presented for review by the Board; Attorney Klingebiel will need to review & approve the same. The following five people have been asked to serve as Trustees: Todd DeGarmo; JoAnne Steele; Sandra Haber; Mary Menard; Liz Foster; Councilman Law commented that anybody involved w/suing the Town in a prior lawsuit, shouldn't be a Trustee now.

Shushan Lighting District-Supervisor Clary will email the list of those in the Shushan Lighting District to Board members, Clerk Pat Gilchrist & Clerk to Supervisor Kathy Chambers.

ARPA Funds-Still need clarification from Attorney Klingebiel on the remaining ARPA funds & if any can be used toward Georgi expenses/projects.

CORRESPONDENCE-None

PUBLIC COMMENT-Rebecca Brown reported two trees were in the Town's R/O/W on her property; stumps will need to be removed.

RESOLUTIONS-The following Resolutions were presented by Clerk to Supervisor Kathy Chambers:

Resolution #61-Motion made by Councilman Howard Law, seconded by Councilman Tom McMorris, for a budget increase as follows:

A688-ARPA	\$ 2,000.00	
A1620.4-Office		\$ 2,000.00

Salem Chamber of Commerce-beautification; passed unanimously 5-0

Resolution #62-Motion made by Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, for a budget increase as follows:

SL688-ARPA	\$ 2,790.42	
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SLD5182.4-Shushan Lighting District

\$ 2,790.42

LED lighting; passed unanimously 5-0

Resolution #63-Motion made by Councilman Tom McMorris, seconded by Councilwoman Laura Dunham, for a budget increase as follows:

SLD688-ARPA \$ 9,447.46

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SLD5182.4-Salem Lighting District

\$ 9,447.46

LED lighting; passed unanimously 5-0

Resolution #64-Motion made by Councilman Howard Law, seconded by Councilman Tom McMorris for a budget increase as follows:

A691-Deferred Revenues \$ 5,996.98

A1110.4-Justice \$ 5,996.98

Carpet for Bancroft-Justice Court funds; passed unanimously 5-0

Resolution #65-Motion made by Councilwoman Laura Dunham, seconded by Councilman Howard Law, for a budget increase as follows:

A27051-Youth Program-Donations \$ 4,586.00

A7310.4-Salem Youth Programs \$ 4,586.00

Passed unanimously 5-0

Resolution #66-Motion made by Councilman Howard Law, seconded by Councilwoman Laura Dunham, for a transfer as follows:

A5132.4-Garage \$ 488.55

A5410.4-Signs \$ 488.98

Passed unanimously 5-0

Resolution #67-Motion made by Councilwoman Brenda Levey, seconded by Councilman Howard Law, for a transfer as follows:

DA5110.1-Repairs \$ 10,000.00

DA5110.12 Repairs (PTE) \$ 10,000.00

Passed unanimously 5-0

Resolution #68-Motion made by Councilman Tom McMorris, seconded by Councilman Howard Law, for a transfer as follows:

DA5142.4-Snow Removal \$ 2,000.00

DA5130.2-Machinery (brine tank) \$ 2,000.00

Passed unanimously 5-0

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 unanimously 5-0; meeting adjourned @ 8:06 pm.

1st 2024 Budget Meeting-will be held on Wednesday, September 13, 2023, @ 6:00 pm in Proudfit Hall; 181 Main Street; Salem, NY

Next Regular Monthly Meeting will be held on Wednesday, September 20, 2023, in Proudfit Hall; 181 Main St.; Salem, NY, beginning @ 5:00 pm for review of Warrants #9 & Highway Abstract #9 for payment. The regular business meeting will be called to order @ 6:00 pm.

2nd 2024 Budget Meeting-will be held on Wednesday, September 27, 2023, @ 6:00 pm in Proudfit Hall; 181 Main St.; Salem, NY

Respectfully Submitted,

Patricia A. Gilchrist-Town Clerk
Town of Salem

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NOTE:BOTTOM OF PAGE 1-*Minutes as presented had stated 'but the Town will still have to borrow money. Federal grant given to NYS will cover 50% of the cost; homeowner pays to connect to the system'. Not know at this time how much may have to be borrowed & Federal Grant given to NYS could be 50%, but it might be only 20%, or it could be nothing to cover the cost. Homeowner will not pay until after the 1st round. Supervisor Clary has suggested removing the sentences 'but the Town will still have to borrow money. Federal grant given to NYS will cover 50% of the cost; homeowner pays to connect to the system'. **Motion made by Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to approve the minutes of August 16, 2023, board minutes, w/correction as listed above; passed unanimously 5-0 @ the regular monthly meeting of the Salem Town Board on September 20, 2023.**

