

**TOWN OF SALEM**  
**REGULAR MONTHLY MEETING-TOWN BOARD**  
**SEPTEMBER 20, 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; Kim Erbe-Planning Bd./Courthouse; Herb Perkins-Courthouse; Jim Carrolan-Sewer Comm.; Kay Tomasi-Economic Development/Sewer Comm; Larry Haber-Economic Development; Sandra Haber-Georgi; Wyeth Coburn-Sewer Comm.; Yvette Bordeaux-Climate Smart Community

**Public Present:** Mike Miller\_

**Absent**-Eric Rogers-Water Dep't.; Judy Flagg-Historian/ Records Mg'mt.; Al Cormier-Deputy Hist./Records Mg/mt.; Moe Patrick-Planning Bd.; Bob Graham-Salem Fire Dep't.; Nancy Quell-DCO

**5:00 P.M.**-Review of **Warrants #9 & Highway Abstract #9 of 2023** for approval & payment

**5:42 P.M.**-Review of financials for Highway & Water Dep'ts. w/ Clerk to Supervisor Kathy Chambers. **Highway**-Interest & earnings (DA2401) on page 3 is thru 08/31/23; need to file rest of CHIPS paperwork, also. Page 4-General Repairs (Personnel Svcs.)-DA5110.1 General Repairs is summer budget from April-October.

**Water**-Yearly payment on loan will be going up. **Page 3-Real Property Tax Items-F1090** is the re-levy of unpaid water usage fees on the January Town-County tax bill; **Page 4-Contractual Expense-F8310.4** is for office expenses, phone, etc.; **Contractual Expense-F8320.4-Supply Power & Pumping** is for electric costs; under **Purifications-Personnel Services-F8330.1** is for Eric; **F8330.11-Purification** is for both Travis & Eric; **F8330.13** is for overtime—could be either Travis or Eric or both, depending on what's going on. **Contractual Expense-F8330.4-Purification-Contractual** is mostly for chemicals used; under **Transportation & Distribution-Con't. Exp.-F8340.4** is for meters; **Other Contractual Expenses-Water-F8389.4** is for fuel & misc. **Page 5-Debt Svc.-Serial Bond Principal-F9790.6** is the yearly payment on the debt service.

Financials were reviewed, questions asked & answered; reports will be filed.

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

**Minutes-08/16/2023- Regular Monthly Meeting of Town Board-Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to approve the regular monthly meeting minutes of 08/16/2023 with the following corrections: \*Bottom of page 1-Minutes as presented 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 known at this time how much may have to be borrowed & the Federal Grant given to NYS could be 50%, but it might be only 20%, or it could be nothing to cover the cost of the system. Homeowner will not pay until after the 1<sup>st</sup> round. Supervisor Clary suggested just removing the above sentence from 'but to system'; passed unanimously 5-0. Correction will be noted at the end of the August minutes.

**Approval of Warrants #9 & Highway Abstract #9 for payment-Motion made by** Councilman Howard Law, seconded by Councilman Tom McMorris, to approve **Warrants #9 & Highway Abstract #9** as presented for payment; passed unanimously 5-0.

**Highway**-Travis emailed reports to everyone. He reported he now has 1 new hire. Paving finished for the year; getting tubes in for next year. The aging mowing tractor is down, but the Town of Easton is letting Salem use their tractor. Parking area turn-around was approved through Soil & Water; they will pay for all materials & Salem will pay for labor & equipment. Salt bid is out & price is down \$14/ton from last year. All trucks will

be set up for salt brine this year, including the pick-ups. Will try using just brine in the former Village. We will be getting trucks set up for winter soon.

Need motion to list 2018 truck w/10' sander as surplus. **Motion made by** Councilman Howard Law, seconded by Councilwoman Laura Dunham, to list the 2018 truck w/10'sander as surplus; passed unanimously 5-0.

**Snowplow bid**-One bid rec'd. from Trius, Inc.; 268 Towpath Rd.; Fort Edward, NY 12828, on the Western Pro plus mild steel 9' straight snowplow, w/everything listed in bid proposal (copy will be attached), plus a 2-year Parts & Labor Warranty, at a total installed costs of \$8,803 (pricing good for 30 days). **Resolution #70-Motion made by** Councilman Howard Law, seconded by Councilwoman Brenda Levey, to accept Trius, Inc. bid as stated in bid specs, plus the 2-year Parts & Labor Warranty at a cost of \$8,803; passed unanimously 5-0. Letter of intent will need to be sent to Trius, Inc. tomorrow, 09/21/2023.

Short Sep't. report & day by day monthly report for August, 2023, will both be filed.

**Water**- Eric emailed report to everyone. Still 319 meters in service w/no new water hook-ups for the month; 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. Did 3<sup>rd</sup> quarter Iron/Manganese sample. Cleaned Well #1 & everything went well. Should be good for three (3) more years. Well #3 got a new well level cable installed; this one is up for cleaning in 2024. Fall hydrant flushing will be done week of 10/09-10/13/2023. Will conduct flow test on hydrant #69 that will be done @ same time as flushing for Hudson Headwaters Health site to determine fire protection there; HHHN are conducting the test w/Eric & Travis there to watch; report will be filed.

**Salem Volunteer Fire Dep't., Inc.- 10 calls for month of August:** 8-Salem (3-EMS assist; 1-MVA; 1-landing zone for helicopter; 1-carbon monoxide; 1 alarm malfunction; 1-hazardous condition). **2 Mutual Aid Calls:** 1-Middle Falls-(stand-by @ fairgrounds); 1-Rupert (MVA)

**Training**-Station maintenance; air pack; driver training; grain bin accidents at farms-Easton Fire Dep't.

**Meetings**-Fire Dep't. monthly mtg.

**Total hours for year**-4,879

Report will be filed.

**Dog Control Report**-Picked up black & tan hound at a residence on 482 County Route 30 (pick-up, housing & mileage); report will be filed.

**Courthouse**-Herb reported there would be a folklife concert on 09/22/2023; Beer & Brats will be held on 10/07/2023 @ the Courthouse. Please check out the handout w/upcoming 2023 events to be held. Herb also emailed the Lease Agreement & the MOU to all Board members. If Board is in agreement, the Courthouse would like to meet with the Board on 10/26/2023 @ 6 p.m. in Proudfit Hall to review these documents; time & date ok w/Board.

**Parks & Recreation**-Nothing to report

**Historian**-Judy sent report to all Board members; she continues to respond to email inquiries & day-to-day business as historian from home. Al has been a big help, checking files & responding to Judy whenever necessary. Al sent the Board a letter stating that things were working smoothly as they now stand & that he will handle any physical and/or research tasks that need to be performed. Judy can continue to work from home on her laptop & he will continue as Deputy. Judy reports that Saluting Branches arborists will not be removing dangerous trees/shrubs from the Revolutionary War Cemetery this year. Reason cited was inadequate off-street parking for their equipment. If asked, this could have been provided at the carnival grounds, w/Fire Dep't. approval. She has requested them for 2024.

**Historic Preservation Commission**-At the Sep't. meeting, the commission unanimously approved the application for the construction of a handicap ramp on the north side of the Salem Tavern by Kyle & Jill

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Fronhofer. Ramp will be ADA & County Code compliant. An application from the First United Presbyterian Church to construct a handicap ramp/railing & new steps was previously approved. Decking used will be an approved Trex-type material w/railing design compatible w/Colonial style of the 1797 bldg. Report will be filed.

**Economic Development**-Tom McMorris has resigned from the committee. Committee would like to investigate the possibility of obtaining grants to install a charging station(s) in T/O/S. A & J currently has one on their property. Working on obtaining grants for a new Comprehensive Plan. Mr. Dave Roberts attended the 09/18/2023 meeting; he works w/Brownfield communities.

**Georgi**-Jeanne Smith e-mailed report. Bill Cotrofeld, the gem expert, will meet w/Supervisor Clary & Sandra Haber @ the Georgi Museum on 09/29/2023 to go over his prior gem list. He will also do an appraisal of the collection for the Town, as we need this for insurance purposes.

**By-Laws-Motion made by** Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to send By-Laws to Attorney Klingebiel, w/the changes discussed at the meeting, i.e., removing the names of the Trustees from the By-Laws as they will keep changing.

**Handicap Access**-Discussion back & forth between the Board on Matt Scheidt access drawings. **Motion made by** Councilwoman Laura Dunham, seconded by Councilman Tom McMorris, to split the project into two (2) parts for the RFP--the river walk access path would be one & the access onto the deck from the back of the building would be another; passed unanimously 5-0. Discussion will need to take place w/Matt Scheidt from John G. Waite Associates, Architects PLLC so plans can be drawn up for each phase of the RFP.

**Buddy Nolan**-cleared the bank side of the access path & removed trees & brush from behind the Museum.

**Playground**-Swing sets are up & the instruments will be installed by Lee Foster.

**G. A. Bove & Sons**-scheduled for 09/29/2023 to service propane heaters

**'Fall into Shushan'**-event will be held on the grounds on 10/21/2023; the team is working on plans/details for this event. 19 vendors have signed up & WCKM will promote the event for free. Hope to have a face painter on the premises. From Noon-4 p.m., the Norman Rockwell exhibit will be set up in the Comm. Room, & at 1 p.m., Tom McMorris will talk about the exhibit. Some of the Rockwell models will also be present. Harold 'Butch' Gilchrist will be honored for his 30+ years of service to the Georgi & the community.

**Calendars for Georgi Meetings/Events**-Sandra Haber has done calendars for the months of September, October & November for the Georgi, showing meeting dates, events & projects to be held @ the Georgi. She has also drafted a Project Plan for 2023-2024 for the Georgi, listing the item(s) to be done, their purpose, proposed dates of completion, project responsibility, & a section for comments. Thank you, Sandy, for taking the time to accomplish all of this!

**Suite's Plumbing**-has been contacted to get on schedule for after 11/07/2023 to turn off the water.

**\*Quarterly Payment**-in amount of \$539.13 rec'd. (Should be \$5,539.13)

**Total Rentals to Date for 2023**-9 for C.R./Grounds & 7 CR rentals

**Planning Board**-Meeting will be held on 09/28/2023; Public Hearing on a cannabis growing, cultivation, manufacturing & distribution facility located at 420-460 Bogtown Road; subdivision application for a boundary line adjustment for property located on Vale Street.

**Seeley Office Systems-New Copier w/Scanner**-Konica Minolta C258 multifunction copier, 60-month lease for \$135.00/month. **Resolution #71-Motion made by** Councilwoman Laura Dunham, seconded by Brenda Levey, to do the Lease Agreement w/Seeley Office Systems for a 60-month lease @ \$135/month; passed unanimously.

**Sewer Committee**-Will be making a trip to Naples, NY, on 10/23/2023 to check out their system. Rebecca Brown, Water Clerk, asked about pharmacy drugs going into the sewer system--do they come out? Can a flood prone community have a working septic? These are the types of questions that can be asked on the visit.

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## **Minutes**

**Supervisor's Report**-Supervisor Clary reported that the 2024 Budget work has begun at the County level, as well as the Town of Salem. Much to do in both places!

**Hudson Headwaters**-The house at the corner of Rte. 22 & County Rte. 64 has come down! Working very diligently to get this done. Plans will be forthcoming for the new building.

## **NEW BUSINESS**

**Climate Smart Community Resolution**-Yvette is present to present the Resolution that needs to be passed in order to become a Climate Smart Community. **Resolution #72-Motion made by** Councilwoman Laura Dunham, seconded by Councilman Howard Law, that the Town of Salem, in order to reduce greenhouse gas emissions & adapt to a changing climate, adopts the NYS Climate Smart Community pledge, which comprises the ten elements listed in the Resolution (copy bill be filed); passed unanimously 5-0. There are many projects that can be picked from; thank you, Yvette, to you & your students for taking on this project.

**Special Public Information on Climate Smart Community Project**-will take place on 10/03/2023 @ 6 p.m. @ the Courthouse.

**NYMIR Insurance Renewal-Resolution # 73-Motion made by** Councilman Howard Law, seconded by Councilman Tom McMorris, to renew the Town's insurance policy as presented for 2024, with Cyber Insurance added, through NYMIR, w/Northern Insuring Agency as agent; passed unanimously 5-0.

**Shay's Settlement/Vermont Land Conservancy**-Vt. Land Conservancy looking to purchase 2,832 GIS acres in VT. on Egg Mtn, which will be called the Egg Mountain Conservation Project; Sandgate/Rupert, VT. DCF would like access from the NY side off Beattie Hollow Road. Tentative public meeting scheduled for 10/14/2023 @ Rupert Fire House. The property in VT would be covered by the Arlington Fire Dep't. but Salem gets called because they can get there quicker. Same w/Rescue Squad calls. Mike Miller, who was present @ our meeting, is very concerned about this as access would be from behind his house.

**Chamber of Commerce Christmas Parade**-Supervisor Clary & Councilwoman Dunham both advised the Board that a permit would be needed to hold the parade. **Motion made by** Councilwoman Brenda Levey, seconded by Councilman Tom McMorris, giving permission to Supervisor Clary to sign Permit 33C so that the Chamber of Commerce can hold the Christmas Parade; passed unanimously 5-0.

## **OLD BUSINESS**

### **2024 Budget Workshop Schedule:**

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

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

4<sup>th</sup> Budget Mtg. for 2024-Wednesday, 10/11/2023, @ 6 p.m. in Proudfit Hall

**ARPA Funds Adjustment**-IT line added to 2023 Budget in the amount of \$10,000-use this amount first, then \$20,000 from ARPA funds.

**Union Contract**- Councilman Law reported that a meeting was going to be held either 10/04/2023 or 10/05/2023, w/the Union rep, Travis, Eric & Clerk to Supervisor Chambers. He will keep Board advised as soon as he hears from Benji, the Union rep. Benji would like the break-down on health insurance costs & plans available from the Town of Salem; our broker, Debbie Bell, says no--give no information re the Town's plans.

**Mark Rode-Saratoga Networks**-provided Supervisor Clary w/a list of all .gov users. He still needs to connect with a few more people.

**CORRESPONDENCE-**

**Battenkill Conservancy**-sent a letter to T/O/S; they will be doing Battenkill River clean-up & would like to use the Town's dumpster @ the garage to put garbage in. Travis says that is fine.

**I Love New York**-will be doing a drone fly-over on 09/21/2023. They will be in Eagleville @ 1:15 p.m. & the Rextleigh Covered Bridge @ 4:15 p.m.

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**Minutes**

**AIM**-NYS Money rec'd. in the am't. of \$23,578; this was 100% of budgeted am't. for 2023.

**Dissolution Money(Re-Organization & Efficiency Grant) from NYS**-was rec'd. in the amount of \$133,047 (100% of am't. budgeted for 2023).

**Rail Trail Meeting**-will be held on 10/11/2023 @ 6 p.m. in Rutland

**Non-competitive Bike Race**-will be held on 05/04/2024, beginning in the Village of Cambridge.

**Motion to Adjourn**-Motion made by Councilwoman Laura Dunham, seconded by Councilwoman Brenda Levey, to adjourn the regular monthly meeting of the Salem Town Board; passed unanimously 5-0; meeting adjourned @ 7:52 pm.

**2<sup>nd</sup> 2024 Budget Workshop Meeting**-will be held on Wednesday, September 27, 2023, @ 6 p.m. in Proudfit Hall; 181 Main Street; Salem, NY

**3<sup>rd</sup> 2024 Budget Workshop Meeting**-will be held on Wednesday, October 04, 2023, @ 6 p.m. in Proudfit Hall; 181 Main Street; Salem, NY

**4<sup>th</sup> 2024 Budget Workshop Meeting**-will be held on Wednesday, October 11, 2023, @ 6 p.m. in Proudfit Hall; 181 Main Street; Salem, NY

**Next Regular Monthly Meeting** will be held on Wednesday, October 18, 2023, in Proudfit Hall; 181 Main St.; Salem, NY, beginning @ 5:00 pm for review of Warrants #10 & Highway Abstract #10 for payment. The regular business meeting will be called to order @ 6:00 pm.

Respectfully Submitted,

Patricia A. Gilchrist-Town Clerk  
Town of Salem

