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TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
MARCH 18, 2025

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

Others Present: Kim Erbe-Planning Bd./Library; Larry Haber-Economic Development

Public Present: Zeph Davis; Leaders & Scouts from Salem Troop 61: Charlie Duveen; Hunter Southerland; Jude Clary; Kristin Eastman; Kayla Moriarty; Ethan Eastman; Evan Eastman; Will Clary; Cassian Moriarty; Adeline Moriarty; Walker Southerland; Joel Southerland; Lila Southerland

Excused: Town Highway Sup't.-Travis Keys

Absent- Eric Rogers-Water Dep't.(report provided); Moe Patrick-Planning Bd.; Rebecca Brown-Water/Library; Al Cormier-Hist./Records Mg'mt.(report provided); Mary Menard-Proposed Georgi Trustee; Sandra Haber-Georgi; Steve Saunders-Salem Fire Dep't.; Nancy Quell-DCO

5:00 P.M.-Review of Warrants #3 & Highway Abstract #3 of 2025 for approval & payment.

6:00 P.M.-Regular monthly meeting called to order by Supervisor Clary, followed by Pledge of Allegiance, led by Boy Scouts from Salem's Troop 61, w/Troop Master Charlie Duveen. The scouts then learned about the functions of the Town Board & could ask questions if they wanted to. The scouts recited the Scout Law & Oath. Females may now join the Boy Scouts--just need a female leader! Great job, guys & gals! Hope you all will visit us again!

Mowing Bids-Bids were opened by Clerk to Supervisor Chambers @ request of Travis Keys, who was absent.

Straight Cut Landscaping; 5 Rogers Lane; Cambridge, NY 12816:

Georgi Museum & Park Center-\$350/cut-contractor will cut, trim & blow all designated mowing areas. Service will be performed biweekly, beginning in April/ending in November. Contractor will move any objects (i.e. picnic tables, chairs, etc.) on property to mow those areas.

Estimated Total for Season-\$6,300-Total price for season may vary depending on the am't. of times, locations need to be serviced, which can be affected by weather, when mowing begins & when it ends & when the Georgi Committee requests mowing for an event--price per cut will **not** change & payment will be due no later than the 20th of each month.

Moravian/Camden Valley Cemetery-\$90/cut; contractor will cut, trim, & blow all designated mowing areas: service will be performed biweekly, beginning in April & ending in November

Eagleville Cemetery-\$60/cut; contractor will cut, trim, & blow all designated mowing areas; service will be performed biweekly, beginning in April & ending in November

Revolutionary Cemetery-\$335/cut; contractor will cut, trim, & blow all designated mowing areas; service will be performed biweekly, beginning in April & ending in November

'Welcome to Salem' Signs-\$75; contractor will cut, trim, & blow all designated mowing areas; service will be performed biweekly, beginning in April & ending in November. Price includes maintenance of the five (5) signs

Estimated Total for Season-\$10,080-Total price for season may vary depending on the am't. of times locations need to be serviced which can be affected by weather & when mowing needs to start & when it ends. Prices per cut **will not** change. Each site will be billed per service; invoices will include prior months total for services at three sites; invoices will be sent out at the beginning of each new month & payment will be due no later than the 20th of each month.

Insurance Certificate provided for all

Davis Family Enterprises LLC; 571 Center Cambridge Rd.; Cambridge, NY 12816:

Georgi Museum & Park Center-\$235/time-will do mowing/trimming & moving of any objects

Moravian/Camden Valley Cemetery-\$145/time
 Revolutionary War Cemetery-\$200/time
 Eagleville Cemetery-\$120/time
 'Welcome to Salem' Signs-\$160/time
 TOTAL - \$625.00

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References available upon request

(Note: Insurance Certificate will be required-not provided)

A & E Landscaping; Adam Kaufman-Owner/Operator; 130 Shaftsbury Hollow Rd.; Eagle Bridge, NY 12057
 Georgi Museum & Park Center-\$250/time, including mowing & trimming
 Moravian/Camden Valley Cemetery-\$175/time to mow/trim
 Revolutionary War Cemetery-\$450/time to mow/trim
 Eagleville Cemetery\$150/time to mow/trim
 'Welcome to Salem' signs-\$20/sign x 5 signs x twice monthly = \$200 total
 TOTAL FOR CEMETERIES & 'WELCOME TO SALEM' SIGNS = \$975.00

RESOLUTION #20-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to accept the bid presented by Davis Family Enterprises LLC for mowing/trimming of the Moravian/Camden Valley Cemetery, Eagleville Cemetery, & the Revolutionary War Cemetery as well as mowing/trimming of the five (5) 'Welcome to Salem' signs for a total cost of \$625.00; passed unanimously 5-0.

RESOLUTION #21-Motion made by Councilwoman Brenda Levey, seconded by Councilman Tom McMorris, to accept the bid presented by Davis Family Enterprises LLC for mowing/trimming, plus moving any objects at a price of \$235.00/time; passed unanimously 5-0.

Motion made by Councilman Howard Law, seconded by Councilman Wyeth Coburn, to pay Warrants #3 & Highway Abstract #3 for payment with the exception of the Courthouse door; that bill should go to the Court-house; passed unanimously 5-0.

Bills for Office Power Issue-Much discussion back & forth between board members regarding the two bills for the mail panel box--one from Linendoll Electric & one from the independent electrical inspector who came to check out the box. **Motion made by** Councilman Howard Law, seconded by Councilman Wyeth Coburn to take Linendoll Electric's bill & Middle Department Inspection Agency, Inc. bill (Joe Holmes) off the rent check for Day-War Ventures since the consensus from both was the main panel box needs to be replaced, w/Joe agreeing that the two breakers also needed replacing. Supervisor Clary has heard nothing from the owner of the building regarding this issue so she will write a letter to go along w/the rent check advising as to why this is being done; passed unanimously 5-0.

Approval of Minutes-Motion made by Councilman Howard Law, seconded by Councilman Tom McMorris, to approve the year-end meeting minutes from December 18, 2024; passed unanimously 5-0.

Motion made by Councilman Howard Law, seconded by Councilman Wyeth Coburn, to approve the minutes from special meeting of December 31, 2024, to approve final bills, etc.; passed unanimously 5-0.

Motion made by Councilman Tom McMorris, seconded by Councilman Howard Law, to approve the minutes from the January 08, 2025 Organizational Meeting; passed unanimously 5-0.

Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to accept the minutes from the regular monthly meeting on January 08, 2025 (held after the Organizational Meeting); passed unanimously 5-0.

Highway-Councilman Law-Contracts w/Brite Span-Motion made by Councilman Tom McMorris, seconded by Councilman Howard Law, to accept the Contract w/Brite Span on the 72' x 180' sand storage building with the new wording as presented by Attorney Klingebiel; passed unanimously 5-0.

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Motion made by Councilman Howard Law, seconded by Councilman Wyeth Coburn, to accept the Contract w/Brite Span on the 40' x 60' salt storage building with the new wording as presented by Attorney Klingebiel; passed unanimously 5-0.

2025 284 Agreement to Spend Highway Funds-Presented by Councilman Law in absence of Sup't. Keys. **Motion made by** Councilman Howard Law, seconded by Councilman Wyeth Coburn, to approve the 2025 Agreement to Spend Highway Funds, which lists the roads for surface & sub-surface improvements for 2025. Supervisor Clary & all Board members signed the Agreement; Clerk Gilchrist will have Sup't. Keys sign & send the original to Washington County DPW, keeping a copy for Sup't. Keys & one for the Town Office files. Passed unanimously 5-0.

Short report for March's mtg. (emailed to all by Sup't. Keys)-The end of February produced some bad ice storms; guys have been helping Hebron w/some of their road as they have been shorthanded.

Gravel & Topsoil bids & 2002 Frame Job-Just an FYI-If these have not already gone out to bid, they need to.

Tree trimming is being done around the former Village to get ready for the sidewalk project. Have also been out w/the new tractor knocking brush back before the leaves come on.

Road Graders are pretty much ready to go & some work still needs to be done on the grad-all so it will be ready, too.

Short report & day-by-day monthly report for February, 2025 will be filed.

Salem Fire Dep't.-Chief Saunders sent reports for both January & February, 2025 **16 calls for month of January:** 11-Salem Fire District (2-EMS lift assist; 3-MVA's w/injuries; 2-tree fires; 1-control burn; 1-smoke condition St. Paul's Church; 1-wires down; 1-EMS driver) **Mutual Aid:** 2-Arlington (1-fatal structure fire; 1-structure fire;) 1-Cambridge (stand-by); 1-Cossayuna (grass fire); 1-Hebron ECHO)

Meetings, etc.-Held fire dep't. monthly meeting; performed station maintenance

Training-First Aid; CPR; Ice Water Rescue

Fundraising-Breakfast

New Membership-Chief Saunders requested that the Town Board approve Michelle Brown for new membership. **Motion made by** Councilman Howard Law, seconded by Councilwoman Brenda Levey, approving Michelle Brown for new membership in the Salem Volunteer Fire Dep't., Inc.; passed unanimously 5-0.

February Report-12 calls for month of February: 9-Salem Fire District (2-EMS lift assist; 2-structures fires; 1-pellet stove malfunction; 1-alarm activation w/fire & smoke; 1-smoke condition; 1-propane smell; 1-alarm activation) **Mutual Aid:** 2-Rupert (1-stand-by; 1-MA); 1-Cambridge (stand-by)

Meetings, etc.-Held fire dep't. monthly meeting; BOD meeting on insurance; performed station maintenance

Training-BEFO training for six new people has just begun

Fundraising-Super Bowl bar-b-que

Reports will be filed

Rescue Squad Report-Vicky Campbell emailed report to all. Total calls for February-38; Year-to-date total-86; 4451-3; 4452-0; 4453-35

Call Origin: Salem-25; Hebron-7; Jackson-1; Argyle-1; Fort Edward-1; Vermont-2

Call Disposition-GFH-12; Saratoga Hosp.-5; SVMC-5; RMA-12

Cancelled-3; Fire stand-by-1; Transferred Care-1

Ten Minute Response Time-74% (28-Yes; 10-No)

Report will be filed

ourthouse-Closed for renovation; Herb has COVID. We wish him a quick recovery.

Georgi-Sandi Haber emailed her report to everyone. Hoping Provisional Charter will be approved by the NYS Board of Regents @ their April 8th meeting.

MOU Lease Agreement-sent to all Board members last month for their review. Will probably need a separate meeting to discuss w/the Georgi Trustees; Board needs to review Agreement & make a list of questions they might have to be given to attorney to answer.

Postcards-Asking for approval for \$325 for postcard mailing to past Georgi donors/supporters promoting that the Georgi can be viewed at The Hyde until mid-May. **Motion made by** Councilman Tom McMorris, second-ed by Councilman Wyeth Coburn, to approve the expenditure of the \$325 postcard mailing to past Georgi donors/supporters in support of the Museum; passed unanimously 5-0.

Mold Consultation-A certified mold consultant is needed; need to set up consultation for mold abatement w/ certified mold consultant in the amount of \$450. **Motion made by** Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to set up the consultation for mold abatement w/certified mold consultant in the amount of \$450; passed unanimously.

ADA Door-Expect to receive Waite's specs for ADA door this week. Brenda is also checking on the size needed for handicap access.

LARAC Grant-Notice was rec'd. that grant was approved in the am't. of \$650 for 'Country Night at the Georgi', June 27, 2025 w/a rain date of June 28, 2025.

Councilman Levey reported that Trustee Laura Dunham will be handling events & she will be doing the cleaning. She also asked what was going to happen when the painting come back from The Hyde Museum; they will need to be stored properly, which is currently a big issue as they need to be preserved.

Upcoming Events:

05/10/2025-Prom Photos on the Georgi grounds

05/31/2025-Plant Sale

06/14/2025-Bruce wedding (full facility)

06/24; 6/25/25-Primary election set-up & voting (if necessary)

06/27 or 06/28/2025-Country Night at the Georgi

06/28/2025-Ballard Reception (CR only)

07/11 or 07/12/2025-PossibleMettawee Players

08/07/2025-Washington County Band

08/16/2025-McKenzie Wedding (full facility)

08/23/2025-Talmadge wedding (full facility)

09/18/2025-Chamber Mixer hosted by the Georgi

10/04/2025-Rogers/Waite wedding (full facility)

11/04/2025-Election for District 2 in the CR

Report will be filed.

Planning Board-Chairman Kim Erbe emailed everyone the minutes from the February 27, 2025 meeting.

The March meeting will be held on March 27, 2025, in the Town Office, beginning @ 7 p.m. March meeting Agenda will be sent out soon. Chairman Erbe also brought up to the Board that at the regular monthly meeting on October 16, 2024 on a motion by Councilman Howard Law, seconded by Councilman Tom McMorris, to pass a two-year Moratorium on wind energy & battery storage in the Town of Salem. This would require the filing of a Local Law & Attorney Klingebiel was supposed to be contacted to draft said Moratorium and/or whatever else might be necessary. There were at least two moratoriums done regarding solar; can another one be filed? Need to contact Attorney Klingebiel to pursue this. Clerk Erbe also asked if there was any way to re-do the set-up in the Town Office as it is not ideal the way it is. Poor visibility & difficulty hearing are concerns. The issue is no storage for anything that could be moved or packed away & there is no room to move any furniture around. This will have to be looked at carefully to try & come up w/some solutions.

Library-Supervisor Clary met w/Melissa, Library Director, on 03/17/2025. They talked about a joint effort for a Townwide clean-up to take place on April 12, 2025. Supervisor Clary will talk w/Lenny Keys about donating

a dumpster for this, a possible location could be on the corner or somewhere near the Railroad Street Tavern, as this is a more central location than the Town Highway Barn. Supervisor Clary asked for a motion for the Townwide clean-up on April 12. **Motion made by** Councilwoman Brenda Levey, seconded by Councilman Wyeth Coburn, to schedule a Townwide Clean-up Day for April 12, 2025 in conjunction with Bancroft Public Library & the Courthouse; passed unanimously 5-0. Library Trustee Kim Erbe also announced that the library is asking Salem Central School for an increase in funding through the school's budget, said vote to be held on May 20/2025 @ the school.

After School Program Director has been posted but so far no one has applied. Supervisor Clary said that perhaps programs could be done w/the students under the Climate Smart Program, which gives the community points towards projects and/or available grants, depending on the project picked.

Economic Development-Larry emailed his report from the March 10, 2025 meeting to all Board members. He advised that Allison Gaddy came to the meeting & provided insight into the various programs available through the LGLCRPB & how the Board might be useful to Salem--they provide grant writing & administration expertise, Master Comprehensive Plan w/support, revolving loans, Small Business capital, etc. Further discussion was held on grant funding through NY Forward; Salem could possibly bundle a request for Georgi projects, trails, sidewalks, & replacing water pipes under sidewalks. An RFP is being developed by LGLCRPB for a consultant on the Master Comprehensive Plan. Approximately 8-10 volunteers will be needed to help develop this plan, requiring an 18-month commitment. Supervisor Clary & others have been working hard to find volunteer members.

Hudson Headwaters Opening-Target date for opening is still sometime between end of April-end of May, 2025.

Sewer-Supervisor Clary reported that an alternative site is being looked at & discussions to acquire are ongoing.

Climate Smart Community-Supervisor Clary, John Bardwell (by phone and/or zoom mtgs.), & Larry are working on possible grant for solar on the Town's landfill site by NYPA through Norther Borders Regional Commission. An intent to apply document has been developed, submitted & accepted by NBRC on 03/11/2025. Formal application needs to be submitted by mid-April & work is being done to develop said document.

Food Co-op-Larry will be speaking w/the Co-op Board on 02/12/2025. He wants to discuss the possibility of Salem resident joining in w/the Co-op's Point of Sale system (on-line ordering)

YMCA-Scott Clark, Saratoga Spring CEO, is currently on vacation, returning mid-February. He will reach out to Larry when he returns to discuss possible programs for Salem

Salem Trails-Al Cormier has reached out to Mack Sanders, NE Rail, to gain current status information. Mack will also be calling Larry to discuss it further.

Next Meeting: April 14, 2025 @ 9 a.m. in Salem Town Office

Report will be filed.

Sewer Committee-Have been having meeting but no meeting will be held this week. Matt looking @ a couple different properties: 1.) Stanton Hill near the water barn-would not be able to expand @ this location; water employees object as it would be too close to water (pipes could break or spring a leak).

2.) Salem Art Works-near Beaver Brook & entrance would come off West Broadway. Need to check on the feasibility of this site. Cost of appraisal could be between \$1,775-\$2,075(ARPA funds have already been set aside for sewer); would need 3-4 weeks to research this property, which SAW has agreed to. Water & mineral rights need to be searched back to 1800's, but search does not include wetlands, flood maps, etc.

Motion made by Councilman Tom McMorris, seconded by Councilwoman Brenda Levey, to continue looking for viable property for sewer project to get to Public Referendum. **Roll Call Vote:** Councilman Tom McMorris-Yes; Councilwoman Brenda Levey-Yes; Councilman Wyeth Coburn-Yes; Supervisor Evera Sue Clary-Yes; Councilman Howard Law-No; passed 4-1

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DCO Report-No report; everything quiet

PUBLIC COMMENT-Supervisor Clary would like to thank the Cub Scouts for coming to the meeting & doing the Pledge of Allegiance. They did a wonderful job & thank you to all the Cub Scout leaders for bringing the boys & for doing what you do for the community.

Councilwoman Levey had a question regarding the sewer. She asked, 'What about the new costs?' With prices rising every day, the cost to do the project has to have increased from the estimated costs several years ago to current day. Supervisor Clary explained that the costs would all be updated in the Map Plan & Report.

OLD BUSINESS

Master Comprehensive Plan-an approximate 18-month commitment; volunteers so far include: Kay Tomasi, Larry Haber, Ed Donoghue, Jared West, Robert Perry, Jen Cary, School Sup't. Julie Adams, Supervisor Evera Sue Clary (would like someone from Shushan) RFP being work on for a consultant through LGLCRPB.

Sidewalk Review-Travis & crew have been trimming trees in former Village & removing some others. Travis requested permission from the Town Board to take out the two (2) trees in the front of the park by the gazebo before the sidewalk begins. **Motion made by** Councilman Howard Law, seconded by Councilman Wyeth Coburn, giving Highway Superintendent Travis Keys permission to remove the two (2) trees in the front of the park by the gazebo before the sidewalk project commences; it will be much easier with them gone. Councilman Law responded that the Town could always look for some kind of ornamental, flowering tree & not maples. Passed unanimously 5-0

Councilman McMorris responded that he thought the gazebo would stand out more if painted white. What is status of the gazebo roof? Supervisor Clary reported that the Rotary was checking this out.

Grant-Need NYS Agreement; RFQ gone out to hire an engineer to oversee the project before work is put out to bid. NYS Dep't. of Transportation will be overseeing the project, also.

NEW BUSINESS

NYS Retirement Resolution-Clerk to Supervisor Chambers explained that the Town Board needed to vote on hours per day between 6 & 8 for the people she would ask for, required by NYS Retirement.

Resolution #22-Motion made by Councilman Wyeth Coburn, seconded by Councilman Howard Law, to adopt retirement hours for the following employees:

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|-------------------------------|-----------------------------------|
| Town Justice – 6 | Records Management - 6 |
| Part Time Highway – 6 | Bancroft Cleaner - 6 |
| Deputy Town Clerk – 6 | Bldg. Maintenance - 6 |
| Clerk to Georgi Museum – 6 | Registrar of Vital Statistics - 8 |
| Historian – 6 | Zoning Board Clerk – 6.1 |
| Part Time Historian – 6 | Clerk to Supervisor - 6 |
| Clerk to Planning Board – 6.5 | |
| Compliance Officer – 6 | |

Passed unanimously 5-0

Glens Falls National Bank Positive Pay-this would be protection on payments for each account. Signed abstract would go to the Bank; they would check w/Kathy on any questions to protect Town accounts. Wait to approve; Kathy needs to research further & check on cost.

Hudson Greenway Grant-Grant is for \$15,000 & would be perfect for Georgi Museum to apply for. Sandy will investigate this; Councilwoman Levey will give her the information.

WIIA/Curb stops-Grant for curb stops; NYS Dep't. of Transportation will be involved. **Motion made by**

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Councilman Howard Law, seconded by Councilman Tom McMorris, authorizing Supervisor Evera Sue Clary to pursue said grant; passed unanimously.

Community Assistance-Supervisor Clary reminded the Board that this had been brought up before but not acted upon. Earmark \$1,000 each to the Salem Food Pantry & the Salem/Shushan Fuel Fund, money to come out of the ICS line which currently has \$60,500 (formerly called the 'Poor Fund' when it was the Village money-turned over to the Town during dissolution process). Councilman Coburn needed clarification as to what this fund actually was & where money was & Councilman Law asked if either or both had requested the need for funds. Neither fund requested any funds & the consensus was to check w/each to see if there was a need now or if it would be better to wait until fall time.

Hazard Mitigation Plan-Washington County-Email rec'd. from County on March 5, 2025, stating that each municipality needs to update the Jurisdictional Annex (which was attached to the email), which is an individual chapter of the the plan that provides a guide to local risk, known & project hazard impacts, & mitigation actions focused exclusively on your community. The attached Jurisdictional Annex draft if the final product that will be included in the plan once all data collection is complete. Already included is Risk Assessment data & visualizations, NFIP data, & relevant data from the last plan. To complete the annex, fill in the blanks' by either confirming or updating each section that is highlighted in green. Submit the completed annexes no later than **March 12, 2025**. You may return the document digitally or you can print the annex, write in your responses, scan & send back to the County & they will digitize. Completion of an annex for each participating community and the County is required by NY State & FEMA for plan approval. The funding is crucial for implementing projects that mitigate the effects of disasters & improve community safety. The document was submitted to Washington County by March 12, 2025.

Northern Borders Regional Commission Pre-Application-See Economic Development Report; some of this was covered by Larry. John Bardwell, Larry, & Supervisor Clary have been working on this solar project for the landfill w/the North-ern Borders Regional Commission & the Pre-Application (or Intent to Apply) was submitted & accepted by the NBRC on 03/11/2025. The grant is for a \$1,000,000; Town of Salem piece would be 25% or \$250,000. Final application needs to be in by April 17, 2025. NYPA finds the developer who pays rent to the T/O/S. Councilman Coburn asked how long between the award notification & actual acceptance.

Resolution #23-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, allowing those involved to move forward in pursuit of the Catalyst Program Grant through Northern Borders Regional Commission, final application filing being April 17, 2025; passed unanimously 5-0.

Resolution #24-Motion made by Councilman Howard Law, seconded by Councilman Tom McMorris, for a Budget Increase as follows

A3089-Grant	\$ 15,000.00	
A1620.42-Courthouse		\$ 15,000.00

Passed unanimously 5-0 (Do not need a 'To-do'/'To- From' as previously thought)

Change of Town of Salem Monthly Meeting Date-Motion made by Councilman Howard Law, seconded by Councilman Wyeth Coburn, to move the monthly meeting date for the Salem Town Board back to the second Wednesday of the month; passed unanimously 5-0.

PUBLIC COMMENT

Bike Race-Clerk to Supervisor Chambers reported that Dieter Drake's race would be coming through on 05/10/2025.

Blind Buck Road-Councilwoman Levey has been contacted by at least two residents on the road who are not happy w/the road conditions & want the road paved. There are more houses & more traffic now than there ever was; road is very muddy now & full of pot holes. Blind Buck Road is listed on Travis' 284 Agreement to Spend Highway Funds for dirt drainage, gravel & tree removal.

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Executive Session-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to go into Executive Session for matters of employment for particular persons; passed unanimously 5-0. After much discussion, **Motion made by** Councilman Wyeth Coburn, seconded by Councilman Howard Law, instructing Supervisor Clary write letters to the particular persons regarding their employment; passed unanimously 5-0.

Motion made by Councilman Tom McMorris, seconded by Councilman Wyeth Coburn, to come out of Executive Session; passed unanimously 5-0.

Personnel Procedures-Councilman Law requests that the whole Board should be present when dealing w/matters of employment, disciplinary actions, etc. Need a better system to keep track of issues any w/employee, completing notices of issues to put in employment files. Need to amend the current handbook to include all Town of Salem employees--not just Highway employees—regarding policies & procedures, including disciplinary matters. May need a separate manual for disciplinary procedures. Supervisor Clary says the County does employment reviews w/their employees at least once a year. Supervisor Clary will contact Danielle LaPann @ Washington County Civil Service to see if she will meet w/the Town Board.

Next Meeting-of the Salem Town Board will be the regular monthly meeting on 04/09/2025 beginning @ 5 p.m. in the Salem Town Office; 214 Main Street; Salem, NY 12865, to review Warrants #4 & Highway Abstract #4 for payment. Business meeting will be called to order @ 7 p.m.

Motion to Adjourn-Motion made by Councilman Howard Law, seconded by Councilman Wyeth Coburn, to adjourn the regular monthly meeting of the Salem Town Board; passed unanimously 5-0. Meeting was adjourned @ 9:03 pm.

Respectfully submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem