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TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
APRIL 09, 2025

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

Others Present: Travis Keys-H'Way Sup't.; Larry Haber-Economic Development; Kim Erbe-Planning Bd./Library

Public Present: Robbin Slater

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 (report provided); Steve Saunders-Salem Fire Dep't.(report provided); Vicky Campbell-Rescue Squad (report provided); Nancy Quell-DCO

5:00 P.M.-Review of **Warrants #4 & Highway Abstract #4 of 2025** for approval & payment.

Review of Financials-Clerk to Supervisor Chambers reviewed financials for the following:

Benjamin Bancroft Trust-Available Fund Balance through March, 2025 is \$29,737.06; Total Assets = \$60,396.06

Georgi Museum-Total Cash=\$58,252.40; Estimated Revenues = \$1,700; Expenditures = \$6,106.34
Appropriated Fund Balance = \$14,396; Total Assets = \$120,454.74

Highway-Total Cash = \$1,273,527.5 (not all bills have cleared); Estimated Revenues = \$1,658,265; Expenditures = \$238,925; Appropriated Fund Balance = \$100,000 for Total Budgetary & Expense Acc't.s = \$1,997,190
Total Assets = \$3,270,717 (Travis only has a \$55,345 cushion)

Water Dep't.-Cash ckg. = \$5,897; ICS = \$271,377; Water Reserve Ckg. = \$187,503; Acc'ts. Receivable = \$29,893; Estimated Revenues = \$214,623; Expenditures = \$34,607; Appropriated Fund Balance = \$41,914
Total Assets = \$785,813

Bills for water usage sent out in June; that will be revenue coming in. There are no big expenditure am'ts. Finally looking pretty good in water budget.

General-Short \$2,000 now; will have to adjust time worked

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

Approval of Warrants #4 & Highway Abstract #4 of 2025 for Payment-Motion made by Councilman Howard Law, seconded by Councilman Tom McMorris, to approve Warrants #4 & Highway Abstract #4 of 2025 for payment; passed unanimously 5-0.

Robbin Slater-Presented a Manufactured Home Permit Application to place a new three-bedroom 27' x 52' manufactured home on 2.93 acres located @ 232 Smith Rd.; T/O/S, Tax Map Parcel I.D. #200.-1-20.6, owned by Norman & Sabrina Stevens (Sabrina is Robbin's niece). Prior manufactured home on lot will be removed. Septic & water already there; Robbin working w/County Code Enforcement on these issues (if there are any).

Motion made by Councilman Howard Law, seconded by Councilman Wyeth Coburn, to approve & grant variance on 2.93 acres as a prior manufactured home had been at this location for many years. Also, a new manufactured home will take the place of the prior home; passed unanimously 5-0.

Georgi-Hoping that the Board of Regents approved the temporary charter at their meeting yesterday, 04/08/25.

DA Pathway-Grasshopper has not yet fixed the grade on the pathway to comply w/Waite's specs for 1:20 slope, which is the ADA requirement. David Owens will review w/Brenda & Grasshopper as needed.

ADA Door-Molly Jordan of Waite's Assoc. has provided specs to work with; David also working on this project.

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Will have to go back to Grasshopper to finish pathway to the new ADA door, which was not asked for in the original specs. This is a small addition, meeting up w/the new ADA door. (The Board originally voted to put this out for bid into two separate projects, so will this have to go out to bid, also?)

MOU Lease Agreement-provided to Town Board in February. George Committee will review dates to hold a meeting w/Board on this; any questions from Board on agreement drafted should be written down to be conveyed to Attorney, if necessary.

Projects-Working w/the inspector next week to ascertain the scope of the mold remediation

HVAC-Dave is also working on this to review the best solutions for air ventilation

Art-The art will be wrapped & stored during mold remediation.

Grounds/Facilities-Interior alarm is not setting; need to contact installation company as to why alarm is not going off & why system does not alert someone that it is not working. Matt Parker will install new code lock on Museum front door soon. Water has been turned back on; propane tank filled & heat is on because it has been so cold.

Events-04/26/2025 CR rental for a five-year old's birthday party; Trustee Levey will be asking Town Board for an Insurance Waiver for this event.

05/22/2025-Service Day w/the Salem Central high school students

05/26/2025-Wedding that was scheduled has been cancelled

Report will be filed

Planning Board-February meeting minutes were already emailed to all Board members. Kim need a new laptop; Moe Patrick, Mario Canalini & Kim all need new .gov emails. Clerk Erbe requested that the Town Board appoint Jason Watters as a new member of the Planning Board, filling out Sandy Harvey's unexpired term, which would expire on 12/31/2026. (FYI-Clerk Gilchrist copied page 3 from the 01/08/2020 town board minutes that indicated the re-appointment of Sandy Harvey to the Salem Planning Board for another five-year term beginning 01/01/2020 & ending 12/31/2024. Kim will check on this as terms were reset to make starting & ending dates coincide as people resigned and/or did not want another term; she will get an updated list to Clerk Gilchrist.)

Resolution #25-Motion made by Councilman Howard Law, seconded by Councilman Tom McMorris, approving the appoint of Jason Watters to the Salem Planning Board, term to begin April 09, 2025 & ending on December 31, 2026. Passed unanimously 5-0. He can then be re-appointed for his own five-year term at that time upon request of the Planning Board to the Town Board.

Motion made by Councilman Tom McMorris, seconded by Councilman Howard Law, to purchase a new laptop for Planning Board Clerk Kim Erbe & take money from IT line of the budget; passed unanimously 5-0.

Bancroft Library-Clerk to Supervisor Chambers met w/new employee, Shay Lyn Harrington. Kim Erbe reported that Alan Wilson needed to get paid; Certificate of Insurance is needed first, insuring Bancroft Trust for \$1,000,000/\$2,000,000 w/Trust added as an additional insured. The Library Board has put their request into the Salem Central School, asking for an increase in the library funding line of their budget. Kim also reported that the handicapped parking spot for the library needs painting & that perhaps the Service Learning students could do this. Kim will check to see if more than one handicap parking spot is needed.

Town Clerk Report-Clerk Gilchrist reported that the following had been turned over to the Town:

January - \$378 (Total of \$385 collected-\$ 7.00 sent to NYS Ag & Mkts. for dog licensing)

February - \$490 (Total of \$505 collected-\$15 sent to NYS Ag & Mkts. for dog licensing)

March - \$463 (Total of \$479 collected-\$16 sent to NYS Ag & Mkts. for dog licensing)

Economic Development-Larry emailed March minutes to all; reported in those minutes. Next monthly meeting will be held on April 14 2025 @ 9 am in the Salem Town Office; 214 Main Street.

Climate Smart Community-Final grant application for solar project on landfill by NYPA through NBRC needs to be submitted by mid-April; it was determined that this deadline was not feasible. Defer until at least September & will probably need to do another intent to apply then. Nick Start w/ D & H Rail Trail Rutland & Al

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Cormier spoke w/Mack Sanders of NE Rail; hope to have a meeting in May. Hoping for rail trail between Salem & Greenwich.

Jewer-Attorney Matt Fuller working on mineral rights, etc. on SAW piece of property

Highway- Opened bids for Gravel & Topsoil: 1.- Kent Foster, LLC 192 Binninger Rd.; Shushan, NY 12873 submitted a bid in the amount of \$9/yd. for 1-1/2" minus screened gravel-Non-Collusive Bidding Certificate provided. 2.-Ron Jameson Contractor LLC; PO Box 436; Salem, NY 12865 submitted a bid for both gravel & topsoil: 1.5" minus gravel at the Jameson pit for \$8.50/cu. yd. Topsoil: 1" minus topsoil at Jameson Rte. 29 pit for \$25/cu. yd.

Resolution #26-Motion made by Councilman Howard Law, seconded by Councilman Wyeth Coburn, to accept both bids as presented, using whoever is closest to the project being done, as has been done in previous years; passed unanimously 5-0.

Bid(s) for new frame installation on 2002 International Tandem Dump Truck: Only one bid received from JS Transportation Services; 217 Truthville Rd.; Granville, NY 12832 in the amount of \$85,000 per bid put in the Legal Notices in The Eagle. Estimate/bid will be held accurate within 10% allowable overage. Truck will be NYS inspected at job completion & completed for October, 2025 delivery. Unavailable or obsolete parts needed will be repaired or replaced with the best options possible. Travis reported that the 2002 would then become the spare truck. Resolution #27-Motion made by Councilman Tom McMorris, seconded by Councilman Wyeth Coburn to accept the bid submitted by JS Transportation Services in the amount of \$85,000 for the new frame installation for the 2002 International Tandem Dump Truck per bid specs; passed unanimously 5-0. Money will come from Deferred Revenue account from scrap, etc.

Travis has hired a surveyor from Schaghticoke for \$3,500 to survey property across road where new sand/salt shed will go (will survey by former Superintendent Boisclair's home, also). Eagle Associates is sending a representative to check out the site.

Chipping around intersections; dead trees. Began grading last week-still have some work to do on grad-all & are waiting for parts to put the same back together. First round of paving will begin soon. Street sweeping by Galusha will begin in the former Village on April 22; town roads should begin the week of May 5th.

Salt-OGS bids are due 05/01/2025—cost is \$20 more/ton than 2025 cost. Can piggyback off County if approved by County Finance Committee or go direct w/OGS, approximately a \$12,000 increase, going to a total cost of around \$45,000. Resolution #28-Motion made by Councilman Howard Law, seconded by Councilman Wyeth Coburn to piggyback off Washington County w/Atlantic Salt if approved by County Finance Committee; passed unanimously 5-0.

Incident @ Water Barn w/Town Dump Truck-Dump truck was delivering stone near the water barn when the truck struck overhead Verizon utility lines, pulling a pole out of the ground. No damage to NYSEG lines; they declined to seek any reimbursement. Verizon, however, filed a FOIL request with the Washington Co. Sheriff's Dep't. & may pursue an insurance claim. The Salem Fire Dep't. responded. Councilman Law questioned whether the lines were high enough to begin with

Trees in Revolutionary War Cemetery & Camden Valley/Moravian Cemetery-Trees in both need to be completely taken down, removed & area cleaned up. Stumps will need to be cut flush to ground but do not need to be removed. Trees in Camden Valley Cemetery are under 48". Travis thinks that the equipment Buddy Nolan has is too big to fit in either area. Josh Phillips has smaller equipment, but he would have to check out both areas. Current person Town uses says trees are unsafe to climb in & won't even consider taking down the trees. Put Legal Notice in the Eagle for removal; Travis & Clerk Gilchrist will get this done.

Consolidated Funding Application-can get grant for problems caused by flooding and/or erosion. Application due by 06/06/2025. There is a major erosion problem on Butcher Lane. Resolution #29-Motion made by Councilman Howard Law, seconded by Councilman Tom McMorris, approving Supervisor Clary to apply for this grant if Highway Superintendent Travis Keys says it is feasible to do so; passed unanimously 5-0.

Water-Eric emailed report to all. 321 meters in service. Will be doing one hydrant riser after spring flushing (have done two risers already); regular upkeep & maintenance was performed; had a hand-full of dig safe mark outs; eye wash & fire extinguisher checks were done. Had a handful of dig safe mark-outs. Eye wash & fire extinguisher checks have been done as well as yearly inspections. Monthly water sample required by the D/O/H met the bacteriological requirements for a public water supply as set forth in subpart 5-1.5 of the Sanitary Code under Public Health Law 225.

We had one meter freeze. Hopefully, warm weather is just around the corner!

Travis & Eric are going to water school in Saratoga.

Fire Hydrant Flushing will begin on April 14-April 17

Report will be filed.

Salem Volunteer Fire Dep't.-Chief Saunder emailed report to all Board members; 15 calls for month of March, 2025 – 10-Salem Fire District (3-alarm activation; 1-EMS lift assist; 1-trees & lines; 1-grass fire; 1-10 acres grass & brush fire; 1-CO alarm; 1-structure fire Jackson)

Mutual Aid: 3-Cambridge (1-standby; 1-30 acres brush fire; 1-15-acre brush fire); 1-Shushan (stand-by); 1-Hebron (stand-by); 1-Cossayuna (structure fire)

Monthly Meetings: Station maintenance

Training: Driver training; BEFO Training

Contract for fire protection will be sent to fire dep't. attorney for review of NYMIR's proposals.

Chief Saunders requests that the Board appoint a new member, Zacary Johnson. **Motion made by** Councilman Howard Law, seconded by Councilman Tom McMorris, to approve the application of Zachary Johnson as a new member of the Salem Volunteer Fire Department, Inc.; approved unanimously 5-0.

Report will be filed

Salem Rescue Squad-Captain Vicki emailed report to all. Total calls for March-36; Y/T/D-122; 4431-2 4451-2; 4453-33

Salem Town Calls-21; **Hebron**-9; **Jackson**-1; **Vermont**-5

Destination of calls: GFH-11; Saratoga-7; SVMC-1; RMA-7; RPMC-2; Fire Stand-by-2; Lift Assist-2; Class 17-1.

Life Net-1; **Stand-by**-1; **Cancelled**-1

10-minute response time: 80% (29 yes; 7 no)

Report will be filed.

Courthouse-Grand opening was Friday, April 04, 2025

Historian's Report-Had a period clothing display I the archive/history room for the re-opening on 04/04/2025. Large crowd viewed the history collection. Have invited the 4th grade Salem students to come & view the archive/history room collection as 4th grade is taught local history. Teachers Mary Skelly & Cindy Rogers will pick a time after spring break to bring the students. Wrote more articles for Salem Press & The Eagle in celebration of 250th Anniversary of signing of Declaration of Independence. Was able to destroy one cubic foot of 2017-2018 tentative real property tax assessment records in accordance w/NYS Records Retention Schedule. Assisted Judy Flagg in finalizing the final draft of the republication of Dr. Asa Fitch's 'Early History of the Town of Salem'. This will also be part of the 250th Anniversary celebration; publishing date by Troy Books is sometime in May, 2025. Al will be attending a meeting of all county historians at Co. Historian's Office on 04/21/2025. Pat Niles, former Salem history teacher & 250th celebration coordinator, along w/ Co. Historian, Thomas Ruffing, will be discussing the progress of the 250th celebrations being developed in each town. Search for a Deputy Historian needs to continue. Crystal McMorris is volunteering her time, but w/warm weather coming, she will be unavailable until the fall. The Northern Turnpike sign, located @ the Jackson rest stop, was seriously damaged by a car during the winter. The sign was saved, but the supporting legs cannot be salvaged. Salem Rotary is going to try to rebuild the legs; the sign will be placed on North Main Street—not in Jackson. Al sent a letter to Supervisor Clary as to possible placements available; approval will

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be needed from both the Historic Preservation Commission & Salem Town Board to accept the sign (it is w/in the size limit). Possible placements: flower box in front of Jacko's or in the former Village Park.

six history presentations are scheduled for this year as part of the 250th Anniversary in the Courthouse:

April 17-6:30 pm-Ken Gottry "History of the Northern Turnpike"

June 12-6:30 pm-Jan Baxter "History of the Salem Press"

July 10-6:30 pm-Patrick Niles "County Born into Revolution"

August 21-6:30 pm-Sue Clary "History of Local & County Governance"

October 16-6:30 pm-Kark Karlewicz "History of the Railroad in Washington County"

November 06-6:30 pm-Alec McMorris "Military Service of Salem Citizens"

OLD BUSINESS

Sidewalk RFQ for Engineering Firm-Resolution #30-Motion made by Councilman Wyeth Coburn, seconded by Councilman Howard Law, to put out the RFQ to hire an engineering firm to oversee the federal grant for sidewalk replacement from NAPA Auto corner to the corner by Main Street Tavern, including replacement of sidewalk going into Gazebo Park per NYS instructions, following federal guidelines; passed unanimously 5-0. Supervisor Clary & Clerk Gilchrist will work on this when provided w/the information.

Hudson Greenway Grant-Sidewalk repair/replacement is sorely needed in front of Salem Hardware.

Resolution #31-Motion made by Councilman Tom McMorris, seconded by Councilman Wyeth Coburn, giving approval for Supervisor Clary to proceed w/the Hudson Greenway Grant process for much needed repair/replacement work needed in front of the Salem Hardware Store; passed unanimously 5-0.

Master Comprehensive Plan-will need at least 8-12 members willing to commit for approximately 18 months; putting out feelers for more members.

Earth Day Townwide Clean-up-Saturday, 04/12/2025 There will be a dumpster somewhere around the Main Street Tavern; Supervisor Clary & Bill Clary will cook hotdogs in front of Salem theatre.

Washington County's Hazard Mitigation Plan-All Towns had to submit paperwork; meeting will be held @ Salem Firehouse from 9 am – 4 pm on April 16, 2025.

NEW BUSINESS

Grievance Day re Assessments will be held on Wednesday, May 28th @ the Salem Town Office w/members of the Board of Assessment Review (Jay Bellance-Chairman; Winona Hathaway; Nate Kindel) from 4-8 pm. Currently @ 75.5% of full value.

Resolution for grant money rec'd. for Courthouse Work-Clerk to Supervisor Chambers advised the Board that she needs a resolution for the \$45,000 received from the grant for the Courthouse work.

Resolution #32-Motion made by Councilman Howard Law, seconded by Councilman Tom McMorris, for a transfer as follows:

A3089-Grant	\$ 45,000	
A1620.42 Courthouse		\$ 45,000

Passed unanimously 5-0

Community Service Day-w/students from Salem Central School will be held 05/22/2025, weather permitting. Can paint handicap lines by Library; will be doing gazebo clean-up; painting picnic tables @ SAW; Possibly clean out the bays in old firehouse. Councilwoman Levey has seniors working @ the Georgi.

Battenkill Bike Race-will be held on Saturday, 05/10/2025, map rec'd. No Certificate of Insurance yet.

Hudson Headwaters Health Network/Salem Family Health-will have their ribbon cutting & tours of the facility on Wednesday, May 14, from 3-5 pm. Refreshments will be served in the new Teaching Kitchen. Everyone is invited to attend; it is a beautiful facility to look at from the outside!

PUBLIC COMMENT

Larry Haber-has volunteered to speak w/the Rotary regarding repair/replacement of the Gazebo roof.

Protestors on corner every Saturday-Councilwoman Levey reported that protestors were standing on flower boxes & parking in handicapped spots in front of the Post Office. They can park in the municipal parking lot behind the Gazebo or in the school parking lot.

Executive Session-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to go into Executive Session to discuss the employment history of a particular person (s) or matters leading to said dismissal, removal, promotion, employment, discipline, demotion or suspension; passed unanimously 5-0.

Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to come out of Executive Session & resume regular meeting; passed unanimously 5-0. Discussion only-no vote taken in Executive Session.

Motion made by Councilman Tom McMorris, seconded by Councilman Howard Law to hire Paul M. Aloy of the Honeywell Law Firm @ a cost of \$235/hour with the following stipulations: The Board needs an educated estimate of the cost, capping amount @ \$5,000, & how long is a 'timely manner' to assess said issue, finalizing by the June 30, 2025 or sooner. Supervisor Clary to relay these questions/stipulations to him; the Board will await his reply; passed unanimously 5-0.

Temporary Assessor-According to Real Property Tax Law-Article 3, an acting Assessor can be appointed to handle Grievance Day. **Resolution #33-Motion made by** Councilman Wyeth Coburn, seconded by Councilman Howard Law, to hire Lindsay Votra as acting Assessor, but the Board needs to know how much pay, if any, would be involved; passed unanimously 5-0.

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 adjourned @ 8:33 p.m.

Next Meeting-of the Salem Town Board will be a special meeting on 02/26/2025 beginning @ 5 p.m. in the Salem Town Office; 214 Main Street; Salem, NY 12865, to discuss the salt/sand shed grant, & whatever else might come before the Board at this meeting.

Respectfully submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem