

TOWN OF SALEM
REGULAR MONTHLY MEETING-TOWN BOARD
AUGUST 13, 2025

Draft

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

Others Present: Travis Keys-Highway Sup't./Water; Larry Haber-Economic Development; Rebecca Brown-Water Clerk; Library; Scott Thetford-Town Justice

Absent-Town Councilman Howard Law(ex.); Moe Patrick-Planning Bd.; Kimberly Erbe-Planning Bd./Library; Al Cormier-Hist./Records Mg'mt. (report provided); Larry Haber-Ec. Development; Mary Menard-Proposed Georgi Trustee; Steve Saunders-Salem Fire Dep't. (report provided); Nancy Quell-DCO (report provided)

Public Present-Douglas Teator-LaBella Associates; John Gunther; Robert B. Judd; Wendy Hull; Cynthia Weinrich

5:00 P.M.-Review of Warrants #8 & Highway Abstract # of 2025 for approval & payment.

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

Georgi-Total Cash (Ckg.)-\$3,228.59; ICS (Int.)-\$55,521.83, & Petty Cash (\$200.00)=\$58,950.42

Estimated Revenues-\$41,700; Expenditures-\$15,690.30; Appropriated Fund Balance-\$14,396.00

Total Budgetary & Expense Acc'ts.-\$71,786.30

Total Assets-\$130,736.72

Ignore \$2,500 on page 2 under ARPA Funds

Sheet attached showing Deferred Revenues (put back into Fund Balance)

Page 4-Income (Other Culture & Recreation)-\$9,374.30; Rentals short \$690; Donations over by \$981

Page 5-No Cleaner; \$660 spent on Sandy/Erika

Highway-ICS (Int.) high; no truck pay'mt.; waiting on sales tax money-\$15,000 over

Expenses-.1 acc't. \$86,000 O/T-overdrawn; CHIPS matches Revenues

Machinery-O.K.

Disability-Pd. in Dec.

1 BAN pay'mt. (mowing tractor)

General-is very tight! Page 1-Cash/Ckg.-\$27,056.66; General-ICS-\$234,407.12; Comm. Assistance Fund-ICS-

\$61,543.63; Petty Cash-Planning Bd.-\$250; Petty Cash-H'Way-\$250 for Total Cash-\$323,507.41

Estimated Revenues-\$544,286.75; Expenditures-\$359,151.37; Appropriated Fund Bal.-\$129,500

Total Budgetary & Expense Acc'ts.-\$1,032,938.12

Total Assets-\$1,356,445.53

Page 3-Revenues-Waiting on tax penalty/interest ck.; Interest/Earnings over by \$3,600

One more pay'mt. expected on mortgage tax; Youth-Rec'd. \$781 from Wash. Co.

Page 5-Expenditures-Justice-\$5,584-rollover of \$1,000 +/-

Assessor Line Item-need to pay for August & September

Page 6-Town Clerk/Deputy Town Clerk-Deputy already used up funds; will have to figure out

Where money is coming from if needed before Jan. 2026

Cleaner for Library, Proudfit & Office-need to figure out hours; money will run out by end of year

Other Bldgs.-O.K.

Insurance-Due in October

Other Gov't. Support-Mark Rodes-IT

Page 7-Garage-.4 Acc't.-Will be getting signs; Garage is over

Page 8-Economic Development-OK

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Page 8-Con't. Exp.-.4V-Electric @ Park (Gazebo)

Page 8-Youth-Lunch, Learn n Play-\$781 rec'd. from Wash. Co.-\$281 reflects balance of avail. funds

Page 9-Personnel Svcs. (8010.1)-Zoning Bd. Clerk-Kim Erbe Salary ; Personnel Svcs. (8020.1)-Planning Bd. Clerk-Kim Erbe Salary

Cemeteries-Con't. (8810.4)-\$4,170 left

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

Douglas Teator-LaBella Engineering-Engineering firm hired to oversee the sidewalk grant project. Doug explained that the Board needed to approve the Federal Aid Local Project Agreement for the Town of Salem.

Resolution #56-Motion made by Councilman Tom McMorris, seconded by Councilman Wyeth Coburn, approving the Federal Aid Local Project Agreement for the Town of Salem, Comptroller's Contract No. D041848; PIN #176330; CFDA #20.205; PHASE: Per Schedules A; Date Prepared-07/29/25 by LC, so Supervisor Evera Sue Clary can execute the Agreement; passed 4-0.

Resolution #57-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, authorizing the implementation and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and approving funds therefore. The Project for the **Sidewalk Installation and Replacement along Main Street, Town of Salem, P.I.N. #176330** (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs, such program to be borne at the ratio of **80%** Federal funds; **15%** non-Federal funds; **5%** local funds, and agrees that the sum of **\$40,000 (Forty Thousand Dollars & Zero Cents)** is made available to cover the cost of participation in the above phase of the Project. Passed 4-0

Resolution #58-Motion made by Councilman Wyeth Coburn, seconded by Councilwoman Brenda Levey, Authorizing Execution of the Consultant Agreement, PIN #176330, Salem Pedestrian Connections, by Supervisor Evera Sue Clary with LaBella Associates, D.P.C. for preliminary engineering & design services at a cost not to exceed \$40,000. Said authorization is contingent upon the execution of the Federal Aid Local Project Agreement with NYSDOT. Passed 4-0

NOTE: Part of sidewalk by New Collar Goods is not covered, nor is the issue by Bob Hunter's house, or in front of the Salem Hardware Store, but maybe these areas could be covered. **Motion made by** Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, for Supervisor Evera Sue Clary to pursue a grant for sidewalk

Issue of the opposite side of the street; passed 4-0.

Motion made by Councilman Tom McMorris, seconded by Councilwoman Brenda Levey, to approve Warrants #7 & Highway Abstract #7 for payment; passed 4-0.

Approval of Minutes-Motion made by Councilwoman Brenda Levey, seconded by Councilman Tom McMorris, to approve the minutes from the May 14, 2025, monthly meeting of the Salem Town Board; approved 4-0. **Motion made by** Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to approve the minutes from the June 11, 2025, monthly meeting of the Salem Town Board; approved 4-0.

Motion made by Councilwoman Brenda Levey, seconded by Councilman Wyeth Coburn, to approve the minutes from the special meeting held on June 23,2025, to discuss the Georgi MOU & Lease Agreement & to listen to business people, as well as those protesting, on Saturdays at the four corners of Main Street; approved 4-0.

Hold off on approval of July 09, 2025, regular monthly meeting minutes.

Highway-Travis reported the west wall of salt barn is up & second bldg. sets on the surface & will start soon. Chambers Rd. is ground; did some culverts & ditching.

Water-Andy Erbe is on vacation. 318 meters in service; finished exercising hydrant valves & started exercising main valves; regular upkeep/maintenance was performed. Turned on water for 10 Nichol St. & did shut-off of 20 Riley Hill Rd. Eye wash & fire extinguisher checks done; quarterly testing in July all came back good; results will be emailed soon to be put on the web page. Well #3 is due for cleaning this year & the tank will be due for inspection, also. Seaway coming to wash tank. Monthly water supply 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. Would like to try & get the county drone here to do outside inspection of the tank. Andy Erbe & Travis attended a leak technology seminar in Troy, NY. Replaced & repaired two valve caps & risers. Need to paint some hydrants, too. Having a woodchuck issue, too!

Courthouse-Lunch, Learn n Play was very successful. Beth is on vacation; no formal report.

Salem Volunteer Fire Dep't.-11 calls for month of July for total fire hours of 9.25. 6-Salem (3-Fire Alarm; 1-EMS Lift Assist; 1-tree down; 1-Rescue from Battenkill in Jackson district); **Mutual Aid:** 1-Cambridge (stand-by); 1-Cossayuna (MVA); 1-Easton (structure fire); 2-Shushan (water rescues)

Monthly meeting-for Fire Dep't.; committee meetings

Training-driver training; pump training; swift water rescue training; performed station maintenance; **IFO**-interior FF class has started in Argyle; John Bink is participating. **Zach Johnson** has completed BEFO in Hartford.

Victory Mills Mill Fire-List of all FF's that were involved from Salem must be provided because of the potential chemicals that were involved. Report will be filed.

Salem Rescue Squad-June Report-46 Calls; T/O/S-27; Hebron-12; VT-6; Jackson-1; **Calls to following hospitals:** GFH-19; Saratoga-4; SVMC-8; RRM-1; RMA-8; cancelled-3; No pt.-3; transferred to other-1

10 minute response time: 91% (41-yes; 5-No)

YTD Calls-254 – 4431-0; 4452-2; 4453-41

July Report-37 Calls; T/O/S-18; Hebron-11; VT-7; Jackson-1; **Calls to following hospitals:** GFH-15; Saratoga-7; SVMC-3; RRM-3; RMA-4; Samaratan-1; Lift Assist-1; Stand-by-1;

10 minute response time: 78% (29-yes; 8-No)

YTD Calls-291 – 4431-0; 4451-3; 4453-29

Town Clerk Reports-June, 2025: Total Collected-\$320; Am't. paid to NYS Ag & Mkts. for dog licensing-\$15; Total Am't. paid to T/O/S-\$305

July, 2025: Total Collected-\$337; Am't. paid to NYS Ag & Mkts. for dog licensing-\$14; Am't. paid to NYS Dep't. of Health for Marriage Licensing-\$22.50; Total Am't. paid to T/O/S-\$300.50

Economic Development- Larry absent. John Bardwell & Larry working w/NYPA on the solar project for the landfill. NBRC (Northern Borders Regional Commission) does not fund solar anymore. Waiting to hear from the Appraiser re SAW property. Warren/Wash.Co. IDA reaching out to Northeast Rail; Mac Sanders working on ownership, talking to Canadian Pacific. Arthur _____ interested in creating economic zone for agriculture & art.

Co-op-Still checking into the possibility that community residents from Salem & Shushan can become involved w/the on-line ordering system developed through the co-op.

Historian's Report-Al sent report, which Supervisor Clary forwarded to all. Attended memorial service for Former Town Supervisor, Bruce Ferguson, on August 6, 2025. Josh's Tree Service was hired at a cost of \$3,150 (w/funds from Dr. Asa Fitch Historical Society) to remove dead trees/brush endangering the south wall at the Rev. War Cemetery. Some repair is needed on the stone wall; however, the appearance of the wall & the cemetery in total is much improved. The west wall & scrub trees/bushes need to be taken out—a project for the future! Salem Rotary Club would like to start cleaning some of the gravestones in the Rev. War Cemetery, as was done in the past; Jude Clary is assisting in obtaining the D2 cleaning solution. Project will be funded by the Rotary Club--a big thank-you to them! John Welsh donated a copy of a photo book showing Cossayuna

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Lake, "Quabbauna", "The Lake of the Three Pines", created by Rose Bain. Articles regarding Salem's history are still being published in The Eagle & Salem Press. Most recent article was "Amazing Grace", about Salem's early religious background & the nearby Quaker Church in Easton has been published in two local papers.

Tom McMorris, Town Councilman, volunteered his time & expertise to hook up the new computer in the town archive room. Thank you, Tom, for your service. Town Supervisor Sue Clary will give a talk on Thursday, 08/21 @ 6:30 pm in the Courthouse archive room on "Municipal Government Over the Years". Report will be filed.

Tree Replacement Committee-Tom McMorris emailed all the minutes from 07/14/2025 meeting. Members present: Tom McMorris; Beth Ullion; Jim Gariepy; Liz Bernard, Rob Southerland; Chris Hubbard.

Organization of Committee: Tom offered to chair the same--no objection! Chris Hubbard will be secretary; no Treasurer at present.

Mission Statement: To replace or add to the trees in the Town of Salem

Discussions: How can the trees be funded? Tom brought up the idea of a program where people could "buy" a tree through the funeral home as a Memorial Tree, w/a tag on the tree so people can find the same & see the tree they bought as the memorial gift. Currently, a tree can be planted in memory of a loved one, but there is no way of knowing where the tree is located; it could be anywhere in the USA. Form was presented that could be used. Soft aluminum tags could be ordered & an inscription could be written onto the tag. Christ suggested talking to Scott Thetford to see if he could create a tag & Liz suggested looking into SAW as well. Grants were touched on to help fund the purchase/planting of the trees. Urban forestry grants are a possibility. A discussion ensued regarding the types of trees to be considered; Rob shared that about six species that were formerly used are no longer desirable/feasible. Tom created several Google maps that could be used for walk-throughs, so an inventory of what is already growing could be completed. Maps will be shared w/the Committee. Inventory will be what is growing between the road & the sidewalk. Several species were suggested, as well as pricing from Elhannon Tree Nursery in Hoosick Falls. Honey locust-\$275; Gingko-\$325; Red Maple & American Elm were also discussed. Size would be a minimum of 2". Beth asked about using native species, such a Red Maple & Shadblow. Desire is to have trees that will live to be 100 yrs. Old. Smaller trees live approximately 25-30 yrs. Need to take height into consideration because of the overhead wires in the former Village. Could plant smaller trees, but they would need replacing more often, should height be an issue. May need to obtain permission from neighbors. Chris shared info on the Providence, RI tree program & will send a link to committee members. Timeline was discussed; nursery trees are often dug in the spring & panted in the fall. Water lines will need to be identified. Also, with a new sewer system being considered, a question was raised of what happens to the trees if that goes forward. Repaving/repairing of sidewalk is in a two-year planning phase. Will need to obtain a quote on stump removal as well & the trees will need to be watered & cared for to get them established. Will try to identify where trees need to be planted, checking out what is already growing from the maps Tom provided. Overhead wires will be identified, as well as where the water lines are located. Rob will check on possible tree species that might be used; Jim is going to check in w/Scott Thetford on the tree tags, & Liz is going to check w/SAW. Report will be filed.

Georgi MOU-Resolution #60-Motion made by Councilman Tom McMorris, seconded by Councilman Wyeth Coburn, to accept the MOU as corrected; passed 4-0 (Larry Haber had a question regarding insurance before the vote.)

Georgi-Councilwoman Levey reported that Hubbard Hall will be performing on 08/24/2025. "No Parking" signs are up; someone drove up the ADA handicap path! May have to put up a chain-link fence if issues continue?? Washington County Soil & Water will fix the embankment in 2026 or 2027.

Great crowd for the Washington County Band.

Planning Board-Chairman Kim Erbe sent the minutes from the 06/26/2025 meeting to all Board members. There was a public hearing for a two-lot sub-division, located on Rexleigh Rd., & the Board held a work session to review the proposed Battery Storage Law. Planning Board made a motion to approve the proposed law as written; this was sent to the Salem Town Board for review & will need to be forwarded on to Attorney

Klingebl. Next meeting will be 08/28/2025. One public hearing on the Agenda for a subdivision of property located on County Rte. 30.

JCO Report-provided by Nancy Quell. Barking dog complaint @ 59 Archibald St. 57 & 61 Archibald St.-Paid a visit to both; told to license their dogs. Report will be filed.

PUBLIC COMMENT-Robert Judd introduced himself; he lives on County Rte. 30 in the former Peter & Barbara Norman house. He would be glad to replace the blinds in the office as well as supply a new flag. He also mentioned that he would be glad to work on plantings in front of the bldg. as well as help w/the Tree Committee.

Battery Storage Law-Wendy Hull expressed concern, asking how this new law will affect residential properties. It seems the law should be for larger storage areas & not residential properties.

OLD BUSINESS

Master Comprehensive Plan-an approximate 18-month commitment; volunteers so far include: Kay Tomasi (Sewer/Economic Development), Larry Haber (Economic Development), Ed Donoghue (Planning Board) Robert Perry (new resident), Michael Hatzel (SAW), Julie Adams (Salem Central School Sup't.), Thomas Clary (School Board), & Supervisor Evera Sue Clary. LaBella Engineering will be working w/the committee on this plan (as well as handling the sidewalk grant).

NEW BUSINESS

Agricultural Stewardship & Salem Art Works(a/k/a Stanton Hill, LLC-ASA is interested in helping preserve the SAW property so it can remain as is for the future but would need a R/O/W or boundary line adjustment from the Town to access the property. **Motion made by** Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to contact Attorney Klingebiel regarding any type to access that would be needed from the Town; passed 4-0.

Justice Discussion-Judge Scott Thetford addressed the Board regarding a salary increase for himself & his clerk. Court cases have doubled; average monthly case load was 25-40/month when he first started & now it's 75-100 cases/month. His first full year he had 261 cases; 2024 was 463; currently for 2025 he is already @ 351 & it's only July. Court is currently @ 1 pm every Monday, & the third Monday of every month is DA day so that day is a long day because of the number of cases that are heard. Clerk Gilchrist emailed the letter Scott presented to her to all Board members explaining his request. He is looking for more of a raise for his clerk & a smaller increase for him.

Justice Court Assistance Program Grant-Court Clerk, Joanne McDowell, sent an email requesting Board approval to apply for a grant from the Justice Court Assistance Program (JCAP). The grant am't. can be up to \$30,000; they would like to apply for a \$10,000 grant to purchase locking file cabinets & other equipment for the office & the courtroom. **Resolution #59-Motion made by** Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, giving permission for the Town Court to apply for a JCAP grant in the amount of \$10,000; passed 4-0. Clerk Gilchrist will draft the Resolution needed according to paperwork sent by Court Clerk Joanne McDowell.

2025-2026 Insurance Renewal-will be coming up soon. Need to think about staying w/NYMIR or switching & also coverage on the Georgi paintings.

Glens Falls Hospital Contract-Ann Marie Hatch wants to renew the contract on the medical bldg. FYI-Delaware Engineering will charge \$6,500 to do an engineering assessment of the whole building. **Motion made by** Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to do an RFP Engineering Assessment for the medical building across the street, owned by the T/O/S; passed 4-0.

Resolution #60-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to renew the lease w/Glens Falls Hospital for the medical building, asking for \$1,400/month; passed 4-0.

Supervisor's Report-Great Meadow closing \$25,000,000 for sewer

Draft

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Land banking-Linke properties-Nicole Justice, from Ticonderoga, works w/this pilot program & is working on the Linke properties, going through Gov't. Ops @ Wash. Co.

Moravian Cemetery in Camden Valley-Gate is broken; Supervisor Clary & husband, Bill, will check it out & fix what needs fixing.

Association of Town's Workshop-will be held in Warrensburg on 08/28/2025.

Budget Forms-Clerk to Supervisor Chambers will email the required forms to the Dep't. heads for the 2026 budget figures.

First 2026 Budget Meeting-Will be held on 09/17/2025 @ 5 pm in the Salem Town Office so get your sheets into Supervisor Clary as soon as possible after receiving them from Clerk Chambers.

Website Updates-Send any updates to Karen Hickland.

Cardiac AED-Rebecca Brown reported that the unit will be needing a new battery & pads

FYI from Clerk to Supervisor Chambers-Kathy reported that NYS Retirement will face a 38% increase in 2026.

Resolution #61-Motion made by Councilwoman Brenda Levey, seconded by Councilman Tom McMorris, for a Budget Increase as follows:

A1170-Franchise	\$ 3,700.00	
A8810.4-Cemeteries (Contractual)		\$ 3,700.00

Passed 4-0

Executive Session-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris to go into Executive Session to discuss matters of employment; passed 4-0. Discussion ensued; no decisions were made in Executive Session.

Motion to come out of Executive Session made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris; passed 4-0.

Motion made by Councilman Wyeth Coburn, seconded by Councilwoman Brenda Levey, to increase Justice salary by \$50/month until 12/31/2025 & increase Justice Clerk by \$100/month until 12/31/2025; passed 4-0.

Regular Monthly Meeting-of the Salem Town Board will be held on September 10, 2025, in the Salem Town Office; 214 Main Street; Salem, NY 12865. Review of Warrants #9 & Highway Abstract #9 for payment will begin @ 5 p.m.; regular monthly meeting will be called to order @ 6 p.m.

Motion to Adjourn-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, to adjourn the regular monthly meeting of the Salem Town Board; passed 4-0. Meeting was adjourned @ 8:26 pm.

Respectfully submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem