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SPECIAL MEETING-SALEM TOWN BOARD
THIRD 2026 TENTATIVE BUDGET WORKSHOP MEETING, ETC.
OCTOBER 15, 2025

Present: Supervisor Evera Sue Clary; Town Council Members: Brenda Levey; Wyeth Coburn; Tom McMorris; Town Clerk-Patricia Gilchrist; Clerk to Supervisor-Kathleen Chambers; Highway Sup't./Water-Travis Keys; Kim Erbe-Planning Bd./Library

Excused: Councilman Howard Law

Absent: Moe Patrick-Planning Bd.; Rebecca Brown-Water/Library; Al Cormier-Historian; Laber Haber-Economic Development; Kay Tomasi-Sewer/Economic Development; Beth Ulion-Courthouse

Public Present: Scott Eastman

5:00 pm-Meeting called to order by Supervisor Evera Sue Clary, followed by Pledge of Allegiance

2026 Budget

NEW BUSINESS

Preliminary Budget-Figures plugged in w/2% increase across board rather than 5% presented in the Tentative Budget. Supervisor Clary explained that the tax cap was set @ 1.08% increase for the T/O/S; cannot go over this increase w/o doing the tax cap override. Councilman McMorris expressed concern about Lines 10 & 11-Justice-Personal Svcs. & Clerk. The Judge said he wasn't as concerned about an increase for him, so give his added to the Clerk line. Tom said that might help a bit if considered. \$4,800 for new research work has not yet been included.

Supervisor Clary said she was concerned about the Franchise Agreement amount as the Town had only rec'd. one payment. in amount of \$19,256 for 2025. The amount could change every year depending on what Spectrum decides. The amount won't necessarily be a constant. \$8,000 for Master Comprehensive Plan & \$40,000 for sidewalk fee still not included yet either. The sidewalk grant was for \$200,000; Town is responsible for 20% or \$40,000. This \$48,000 could have gone in w/the BAN for the sand/salt shed buildings, but due to the time constraint because the buildings are completed & need to be paid for, the only BAN amount was for the cost of the two buildings. A new BAN for \$48,000 could be done, if necessary, but we'll see where we are after the Public Hearings. The preparation is \$500 each time one needs to be prepared. Interest rate on BAN for the sand & salt sheds is @ 3.75%--interest being paid currently is around 4.02% so interest being paid is a little better than the borrowing rate of interest. Attorney Klingebiel prepared the BAN paperwork for signature. Keep in mind that the BAN payment for the new buildings is not included in the 2026 Budget; \$25,000 was paid up front for the buildings--\$15,000 on bigger building & \$10,000 on the smaller building. Supervisor Clary has already submitted the paperwork for the first reimbursement from the grant of \$149,000; it may take 2-3 weeks to receive.

Councilwoman Levey questioned Line 214-Equipment-Assessor, asking why the amount decreased from \$1,500 to \$0. The new Assessor has her own computer(s) & will not require a new one from the T/O/S.

Reminder: Clerk to Supervisor Chambers stated that Line 186-Rental of Real Property-GFH Office under Use of Money & Property-\$16,800 had been discussed at a prior meeting(s), hoping that some or all of that money might be able to go into a Reserve Acc't. This needs to be discussed, also.

Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris to approve the Preliminary Budget as presented; passed 4-0.

Resolution #75-Motion made by Councilman Wyeth Coburn, seconded by Councilwoman Brenda Levey, to set the Public Hearing for the Fire Protection Contracts w/the Salem & Shushan Fire Departments for Thursday, 10/30/2025 @ 5 pm in the Salem Town Office; 214 Main Street; Salem, NY, as stated in the Legal Notice. The Public Hearing on the 2026 Budget will follow @ 5:15 pm on 10/30/2025. Passed 4-0

Resolution #76-Motion made by Councilman Tom McMorris, seconded by Councilwoman Brenda Levey, to schedule the Public Hearing to Override the 2026 Tax Cap for Thursday, 10/30/2025, @ approximately 5:30 pm, also in the Salem Town Office as stated above, after the Public Hearings on the 2026 Fire Protection Contracts & the 2026 Budget. Passed 4-0

Library-Kim Erbe asked Brenda Levey if she had sent the name of the person who cleans carpets to Melissa & Brenda reported that she had forwarded a copy of Nicholas Clark's card (from Cambridge) w/his information. The carpet tiles have required extra cleaning from the glue, paste, sparkles, etc. that have fallen on the carpet tiles from the projects that after school kids have been doing in the Proudfit area of the building, resulting in extra hours of cleaning. Put drop cloths down over the carpet tiles when inside doing projects. If nice enough, Councilwoman Levey says take the kids outside? Carpet tiles will not be replaced at this time; they only need cleaning. Kim also asked about getting the basic yearly package for the AED; the cost is \$50/year. Clerk to Supervisor Chambers reported that the Bancroft Trust already pays for this.

OLD BUSINESS

Medical Building Assessment Estimates-Supervisor Clary reported that she had received two estimates to perform the study needed on the medical building, currently occupied by Glens Falls Hospital:

LaBella Engineering - \$1,850

Delaware Engineering - \$6,500

Local Law for Board Absenteeism Attendance & Voting-Attorney Klingebiel advised that a Public Hearing would need to be scheduled to review a drafted Local Law to be able to vote & participate in Town Board meetings from a remote, public location. A notice would need to be posted stating where that public location would be, with the time & date of the meeting. If the person needing to attend could not leave his or her home, that home location would have to be made public for any other persons to attend remotely. This would also cover if said person(s) were out of state (but not on vacation). **Motion made by** Councilman Tom McMorris, seconded by Councilman Wyeth Coburn, to have Attorney Klingebiel draft required Local Law in order for an absentee board member to vote & be able to participate remotely during Town Board meetings; passed 4-0. Supervisor Clary will contact Attorney Klingebiel.

Contract for Shushan First Responders-Supervisor Clary asked Clerk Gilchrist if there had ever been a contract in the past. There was some kind of agreement or contract (involving no money) that was required once on the Shushan First Responders part. An email was sent to Clerk Gilchrist from someone unknown to her from the Shushan First Response Team, requesting this agreement. The email is no longer on her system. Contact Fire Chief Tom Cassidy to see if he knows what was requested.

Salt/Sand Sheds BAN-All necessary paperwork was prepared by Attorney Klingebiel to borrow \$635,000 from Arrow Bank @ a rate of 3.85%, maturing within one (1) year of issuance. As reported earlier, Supervisor Clary has already submitted the paperwork for the first installment of the grant in the amount of \$149,000, which should be coming soon. **Resolution #77-Motion made by** Councilman Wyeth Coburn, seconded by Councilwoman Brenda Levey, giving permission for Supervisor Clary to sign the BAN paperwork in the amount of \$635,000 for the salt/sand storage buildings; passed 4-0.

OTHER BUSINESS

Safe in Judge's Office-Councilman McMorris brought up the issue of the safe in the Judge's office that he wants taken out. It is quite large; is it anything the Town could use?

Flagpole Issue-Flag on the pole at the Library won't go up & down. Willie Linendoll is on vacation (he has a lift). Josh's Tree Service also has a lift, but Willie should be back soon.

Refrigerator in Proudfit Kitchen-Kim reported that food and/or drinks have gone missing. Lock the door to the kitchen.

Furniture-Roll top desk was declared surplus & needs to come out. Where is it going?

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Thermostat-Kim also reported that the thermostat needed to be moved to the outside of the reading room.

Fire Bays-Brenda reported that the costumes/clothes belonging to the school Drama Club are still in the fire bays. Councilman Coburn felt that the school must certainly have an area where the items could be stored to get them out of the bays. The Library is storing bookbags in the fire bays, also.

Public Hearings will be held on 10/30/2025 in the Salem Town Office; 214 Main Street; Salem, NY.

5:00 pm-Public Hearing on the Salem Fire Protection Contract-\$213,502 & the Shushan Fire Protection Contract-\$64,646

5:15 pm-Public Hearing on the 2026 Preliminary Budget

5:30 pm-Public Hearing on Local Law #3 of 2025 to Override the Tax Cap Levey Limit (1.08%) for the 2026 Budget

Next Regular Monthly Meeting of the Salem Town Board-will be held on Wednesday, 11/12/2025, at Proudfit Hall; 181 Main Street; Salem, NY. Review of Warrants #11 & Highway Abstract #11 for payment will begin by the Board @ 5 pm; regular monthly meeting will be called to order @ 6 pm.

Motion to Adjourn-Motion made by Councilman Wyeth Coburn, seconded by Councilwoman Brenda Levey, to adjourn the third 2026 Budget Workshop Meeting of the Salem Town Board; passed 4-0. Meeting adjourned @ 6:12 pm.

Respectfully Submitted:

Patricia A. Gilchrist, Town Clerk-Town of Salem