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TOWN OF SALEM
YEAR-END MEETING-TOWN BOARD
DECEMBER 18, 2024

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

Others Present: Travis Keys-Highway; Rebecca Brown-Water/Library; Kim Erbe-Planning Bd./Library

Public Present: None

Absent: Councilman Howard Law (excused); Eric Rogers-Water Dep't.; Moe Patrick-Planning Bd.; Al Cormier-Hist./Records Mg't.; Mary Menard-Proposed Georgi Trustee; Sandra Haber-Georgi; Larry Haber-Economic Development; Steve Saunders-Salem Fire Dep't.; Nancy Quell-DCO

5:00 P.M.-Meeting called to order by Supervisor Clary, followed by Pledge of Allegiance.

5:15 P.M.-Review of Warrants #13 & Highway Abstract #13 of 2024 for approval & payment

EDU's-Hudson Headwaters-Travis reported that the septic plans approved by NYS DEC showed 1,415 gall./day or 367,900 gall./yr. Travis has estimated 4.5 EDU's to begin with at the site. Rebecca says go lower for first year if this is too high. Water usage for 2024 was \$280.50. One-bedroom units are one-half EDU. Go with four (4) units for now. **Motion made by** Councilman Wyeth Coburn, seconded by Councilman Tom McMorris to start with four (4) EDU's for now, checking every three (3) months; passed 4-0

Warrants #13 & Highway Abstract #13 for payment-Motion made by Councilman Tom McMorris, seconded by Councilwoman Brenda Levey to pay Warrants #13 & Highway Abstract #13 for payment; passed 4-0.

Supervisor's Report-Supervisor Clary reported that the sidewalk grant in the amount of \$200,000 (Town puts in \$20,000) was approved from the corner by NAPA to Railroad Street, fixing the sidewalk to the gazebo & also including the sidewalk to the municipal parking lot behind the gazebo.

Master Comprehensive Plan Grant-LGLCRPB will begin working on this soon. Will need several interested residents from the Town to work on this as well.

NEW BUSINESS-Year-end financials will be reviewed in January.

Resolution for Andy Erbe's Position-Resolution #55-Motion made by Councilman Tom McMorris, seconded by Councilman Wyeth Coburn to create a new position for Andy Erbe, entitled 'Building Maintenance Helper', w/payment of \$21.00/hour; passed 4-0.

Saratoga Networks-Work stations for Town Clerk & Historian-Both Councilman Coburn & Councilman McMorris suggested asking Mr. Rode about a lower tier model & cost. Neither felt that the tier level he was proposing was needed. Need final ARPA figure for the remaining funds that were earmarked for IT.

Resolution #56-Motion made by Councilman Wyeth Coburn, seconded by Tom McMorris, to proceed with the purchase of two (2) new computer workstations for the Town Clerk & Historian, using a lower tier model; passed 4-0

Resolutions presented by Clerk to Supervisor Chambers:

Resolution #57-Motion made by Councilwoman Brenda Levey, seconded by Councilman Wyeth Coburn, for a transfer as follows:

GM7450.4-Contractual	\$ 78.00	
GM7450.41 (LARAC)		\$ 78.00

lot enough funds from LARAC; passed 4-0

Resolution #58-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, for a transfer as follows:

DA9730.62-BAN	\$ 25,000.00	
DA5130.4-Machinery	\$ 43,000.00	
DA5130.2-New Machinery (Tractor)		\$ 68,000.00

Passed 4-0

Resolution #59-Motion made by Councilwoman Brenda Levey, seconded by Councilman Tom McMorris, for a transfer as follows:

DA5110.1-Personnel	\$ 16,000.00	
DA5142.1-Personnel		\$ 16,000.00

Passed 4-0

Resolution #60-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, for a transfer as follows:

A1990.4-Contingent	\$ 20,000.00	
A1620.42-Courthouse		\$ 20,000.00

Passed 4-0

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

F8320.4-Power & Pumping	\$ 6,200.00	
F8330.4-Distribution	\$ 6,900.00	
F8310.4-Home & Community (Office for Computer)		\$ 13,100.00

Passed 4-0

Resolution #62-Motion made by Councilman Tom McMorris, seconded by Councilman Wyeth Coburn, for a transfer as follows:

F8389.4-Other Water	\$ 1,000.00	
F9060.8-Health Insurance		\$ 1,000.00

Passed 4-0

Resolution #63-Motion made by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, for a transfer as follows:

A4990-Grant money	\$ 30,000.00	
A6989.42-Sewer		\$ 30,000.00

Passed 4-0

OLD BUSINESS

ARPA Funding Final Disbursements-Clerk to Supervisor Chambers is working on this. The Board discussed the funding & what might be left, if anything. **Resolution #64-Motion made** by Councilman Wyeth Coburn, seconded by Councilman Tom McMorris, that if there was any balance in ARPA funds remaining after what was earmarked for IT, that balance would be put toward the Town's share for the new sidewalk. Passed 4-0.

Response on required insurance needed from Hyde Museum-Supervisor Clary provided Melissa Davidson's response to what was needed from the Hyde on the paintings they are taking for display: "In regards to the fine art being displayed at the Hyde, as long as they are covering the fine arts while it is in their care, custody & control, no further item is needed We do not need the Hyde to list the Town as an additional insured on their insurance policy in regards to General Liability nor do we need to see a Certificate of Insurance from the Hyde." Thank you to Melissa for the quick response!

Chamber of Commerce request for Xmas Trees-Councilwoman Levey asked about the \$250 +/- that should be coming back from the Chamber as the cost of the trees purchased was under the \$1,000 requested given by the Town of Salem (using ARPA funds). The request was for \$1,000 to purchase Christmas trees only-

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not for the planting of flowers in containers in the spring. Supervisor Clary reported that she has not yet contacted the Chamber about this.

Organizational Meeting-January 8, 2025, 6 p.m. after reviewing Warrants #1 & Abstract #1 of 2025 for payment at 5 p.m.; regular monthly meeting will begin at close of Organizational Meeting.

Correspondence-None

Public Comments-None

Motion to Adjourn-Motion to adjourn the year-end meeting of the Salem Town Board made by Councilman Wyeth Coburn, seconded by Councilwoman Brenda Levey; passed 4-0. Meeting adjourned @ 6:00 p.m.

Next Meeting-See above under 'Organizational Meeting'.

Respectfully submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem