

**TOWN OF SALEM**  
**REGULAR MONTHLY MEETING-TOWN BOARD**  
**JANUARY 14, 2026**

**Present:** Supervisor Evera Sue Clary (present after opening of meeting); Town Council: Brenda Levey; Tom McMorris; Scott Eastman; Howard Law present through videoconferencing from his residence @ 2277 State Rte. 313; Shushan, NY 12873; Pat Gilchrist-Town Clerk; Kathy Chambers-Clerk to Supervisor

**Others Present:** Travis Keys-Highway/Water; Beth Ulion-Courthouse; Winono Hathaway-Deputy Town Clerk; Rebecca Brown-Water/Library; Kim Erbe-Planning Bd./Library; Bobbi Stone-Assessor

**Public Present:** Melissa Curtis; Sandy Phippard; Kayla Moriarty; Beth DellaRocco; Lewis Steele; Dick Lane

**Absent:** Moe Patrick-Planning Bd.; Al Cormier-Hist./Records Mg'mt.(report provided); Laura Dunham-Georgi Trustee; Mary Menard-Georgi Trustee; Steve Saunders-Salem Fire Dep't.; Nancy Quell-DCO

**5:00 P.M.**-Review of **Warrants #1 & Highway Abstract #1 of 2026** for approval & payment. Question regarding voucher for the Comprehensive Plan; explanation provided.

**Financials**-Presented by Clerk to Supervisor Chambers for the following:

**Georgi**-3 rentals for next year; rec'd. \$25 donation; money rec'd. for future in memorium

Total Cash (ckg., ICS, petty cash) - \$ 51,536.56

Total Budgetary & Expense Acc'ts.-\$ 93,758.30

Total Assets - \$145,294.86

Detail of Revenues, Expenditures & Balance Sheet reviewed

**Benjamin Bancroft Trust**

Total Cash (ckg. & ICS) \$ 29,196.61

Total Budgetary & Expense Acc'ts \$ 51,443.78

Total Assets \$ 80,640.39

Detail of Revenues, Expenditures & Balance Sheet reviewed

**Water District**

Total Cash (ckg., ICS, reserve ckg.) \$356,542.00

Total Other Receivables \$ 42,892.54

Total Budgetary & Expense Acc'ts. \$487,241.85

Total Assets \$886,676.79

Trial Balance Sheet, Detail of Revenues, Expenditures & Balance Sheet reviewed

**Salem & Shushan Lighting Districts**-both reviewed showing Trial Balances, Revenues, Expenditures & Balance Sheet

**Highway**

Total Cash (ckg., ICS) \$527,891.76

Total Budgetary & Expense Acc'ts. \$3,251,085.14

Total Assets \$3,778,976.90

Liabilities & Fund Balance, Detail of Revenues, Detail of Expenditures & Balance Sheet reviewed

**General Fund**

Total Cash (ckg., 2-ICS acc'ts., 2-Petty Cash acc'ts.) - \$ 351,531.11

Total Budgetary & Expense Acc'ts. - \$2,733,410.68

Total Assets - \$3,084,941.79

Detail of Revenues, Detail of Expenditures & Balance Sheet reviewed

All reports will be filed.

**6:00 P.M.**-Regular monthly meeting called to order by Deputy Supervisor McMorris (Supervisor Clary was at a prior mtg.; will be here later), followed by Pledge of Allegiance.

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**Motion made by** Councilman Howard Law, seconded by Councilman Scott Eastman, to approve Warrants #1 & Highway Abstract #1 of 2026.

**Approval of Minutes from 12/11/2025-Motion made by** Councilwoman Brenda Levey, seconded by Councilman Tom McMorris, to approve the minutes from the 12/11/2025 regular monthly meeting; passed unanimously 5-0.

**Food Pantry-Melissa Curtis, Director**-Melissa thanked the Town Board for their past support & advised that the Food Pantry would need to be out of their space behind St. Paul's Church by June 15<sup>th</sup> 2026. They have been there for fifteen (15) years & are exploring their options, checking out a couple of possibilities. A letter was sent to St. Paul's w/a counter proposal, asking for an extension on the time to be out. The notice to vacate was given because St. Paul's is restructuring its campus & building conditions were also cited in the notice. If the pantry could find property, they would be looking for grants to build. Councilwoman Levey suggested that the fire bays might be an option. Electric capacity could be a real problem here, with the number of freezers & refrigerators that would be needed. The pantry would prefer to find a permanent location rather than move multiple times. Melissa explained that the pantry is not ruling out short-term solutions but was hoping to avoid relocating into a space that would not meet long-term needs.

**Highway**-Travis' reports were provided via email to all. Short Report for meeting: Very active weather wise the past few weeks; have been using salt brine as we can. Now have three live-edge plows; they are a big help keeping the packed snow down & are using on dirt as weather permits. Can't use if soft-have to switch to rubber edges. J & S Transportation hopes to be finished by end of the year. The 2026 truck is finally here & box should be here in February. Bill for the truck should be here by the next meeting. Travis is running a big truck for the winter; Mike will be running the one-ton. 284 Agreement will be presented next month & bids for winter sand, gravel & topsoil will be ready then, too. Need to check on lawn/sign mowing bids to see if they were for two years or are up for this year. Daily report for the month of December, 2025, was also provided; both will be filed.

**Water**-Travis has been filling file boxes to send to the archives. Performed quarterly testing & did iron & manganese. The box is off the Western Star truck; the 2027 truck will replace the 2022 truck & the 2002 truck will be the permanent spare.

**Salem Volunteer Fire Dep't.**-18 calls for month of December, 2025: 10-Salem (3-EMS Lift Assist; 3-CO alarm; 2-trees/lines; 1-structure fire; 1-alarm activation) **Mutual Aid Calls:** 3-Hebron (MVA's, 1 w/entrapment); 1-Rupert(MVA); 1-Hartford (structure fire); 1-Cossayuna (Trees/Lines) **Jackson Fire District**-2 (structure; trees/lines)

**Monthly Meeting**, Officers Meetings for 2026 year & line officer elections held. Station maintenance; driver/SCBA training; extrication training; ladder testing; SCBA & mask testing done; other year-end makeup training done; physicals & fit testing done

**Events**-Santa Breakfast & Santa tour around former Village on 12/22/202; year-end sit down family gathering; Blood drive on 01/09/2026

**Fire Contracts 2026** are all signed

**Year-end Report for 2025**-also provided by Chief Saunders. 173 Calls for year; 194 total fire hrs.; 7,419 total man hrs.

39 active members; 9 support group members; 8 Junior FF members

**OSHA Mandates:** All trucks serviced & had NYS inspections done & passed; annual ladder testing done & passed; yearly air packs & air station were serviced & passed; yearly turnout gear inspection done-repairs done where needed; yearly hydraulic & all extrication tools were serviced & passed; yearly hose testing was done &

passed; annual fire extinguishers & fire suppression system was inspected & passed; yearly fire department physicals were conducted & all members passed; 23 members are SCBA fit tested for 2026 year.

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**Meetings**-Salem Vol. Fire Dep't. held 13 monthly mtgs.; 1-annual election; Fire Advisory Board mtgs. were attended; Salem officers attended 6 bi-monthly Chiefs & Officer's meetings throughout the County; held several special mtgs. within the organization; attended Salem & Jackson Town Board mtgs.; Steven Saunders is the Treasurer for the Wash. Co. Fire Chiefs Assn.

**Line Officers**-Chief-Steven Saunders; 1<sup>st</sup> Ass't. -Matt Fry; 2<sup>nd</sup> Ass't.-Nick Talmadge; 3<sup>rd</sup> Ass't-Bill Mitchell; Captain-Elmer Cary; 1<sup>st</sup> Lt.-Daniel Sartell; 2<sup>nd</sup> Lt-John Bink  
Reports will be filed

**Salem Rescue Squad**-46 calls for November 2025: T/O/S-25; Hebron-14; VT-7

**Call Disposition**: GFH-19; Saratoga-6; SVMC-2; RMA-2; RPMC-3; Cancelled-1; Standby-1; Fire Standby-1; Life Net-1

**Total Year-to-Date Hours**-446; **4431-2; 4451-3; 4452-0; 4453-43**

10 minute response time: 85% (39-yes, 7-no)

**Salem Rescue Squad**-40 calls for December 2025: T/O/S-24; Hebron-10; VT-3; Jackson-2 Hebron

**Call Disposition**: GFH-16; Saratoga-13; RMA-8; SVMC-3; RPMC-1; Lift Assist-1; Fire Standby-2

Year-to Date hours-486; **4431-0; 4451-7; 4452-; 4453-27**

10 minute response time: 97% (39-Yes, 1-No)

Reports will be filed

**Courthouse**-Beth reports that fundraising went well; working on 2025 financial report. Grant from NYSCA for \$5,000 to pay artists and/or to hold workshops; free concert the end of January; 20<sup>th</sup> year for Lunch, Learn n Play @ Courthouse-congrats!; July 4<sup>th</sup> parade will be sponsored by HSCPA, w/Rotary Club helping.

**Georgi**-Closed for winter

**Historian's Report**-No report.

**Planning Board**-Kim reported no meeting was held for December as there was nothing submitted; January mtg. will be held on January 22, 2025, if anything is rec'd. She advised that under the Town's zoning law, the blockhouse being discussed is not a permitted use in the Veteran's Park. A Zoning Board of Appeals mtg. would need to be called to consider a variance.

**Town Clerk Report**-Clerk Gilchrist reported total amount collected for December, 2025, for monthly fees was \$220--\$191.50 paid to T/O/S. \$6 paid to NYS Ag & Mkts. for dog licensing & \$22.50 paid to NYS Dep't. of Health for one marriage license issued.

**Economic Development**-Larry e-mailed report. Committee met 01/12/2026, with Supervisor Clary, Kay Tomasi, John Bardwell, Bob Berger, Mike Mugits & Julie Collier present.

**Master Comprehensive Plan**-feedback from 11/21/2025 mtg. has been processed & will be discussed at the next mtg. on 01/21/2026.

**Climate Smart**-Grants for sidewalk replacement have been submitted & Town Board will be asked for approval for some town funding @ the next Town Board mtg. Areas being looked at: Park Place to Dollar General; Main St. to Archibald St.; Main St. to Hudson Headwaters

**Land Banking**-Waiting for NYS approval. Salem has developed a design grant for housing in Salem & parking in Shushan

**Salem to Thompson Rail Trail**-Grants have been rec'd. for feasibility study. Work continues on reviewing all NE Rail properties to determine any next steps w/these properties.

**HHHN**-has announced plans to open a Pharmacy in the bldg.

**HSPCA**-Courthouse has rec'd. a donation to revitalize the Barns & upgrade the movie equipment.

**Georgi-Brenda Levey** reported that work is continuing securing the 501(c)(3). Trout Unlimited has plans to reconstruct the riverbanks along the Battenkill; funds are approx.. \$195,000

**Solar**-NYPA Renewable Group has engaged a consultant to identify costs associated w/tying into the grid from the Town's proposed location.

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**SWA**-has applied to NYS Ed Dep't. for putting out bids for roof repair; rec'd. a grant of \$9,000 from #So Salem for upgrades to A/V Equipment; discussed potential for acquiring add'l. students from Mettawee School in VT.

**Misc.**-Larry has asked the EDC members for a list of potential 2026 projects; he will consolidate & distribute when rec'd. He is also preparing a 2025 EDC recap & will distribute when completed.

Report will be filed.

**Assessor's Report**-Exemption renewals are out. If you have not rec'd. one & think you should have, please reach out to Bobbi Stone to verify correct mailing address. The renewals are all due by 03/01/2026. If you have questions about available exemptions & whether you qualify, please reach out. Have been working on the past several months getting the assessor's documents in order & organized. Have also been adding property transfers, address changes, reviewing inventory & working on open & closed building permits. Important Dates to Remember: 03/01/2026-Taxable Status Day; all exemption applications must be in.

05/01/2026-Tentative Tax Roll comes out

Office Hours-Wednesdays from 3:30-6:30 or by appointment

Report will be filed

**FYI**-NYS Dep't. of Taxation & Finance is sending out letters to people requesting income within 45 days from date of letter to keep the Enhanced Star Exemption. These are mostly being sent to seniors who do **not** file income tax returns. The letter indicates you can get on the website, gives instructions on where to go on the site, what information to give, etc. Most of Salem's seniors don't have computers or access to the internet. There is a phone number given on the back of the letter but that has been very busy & you must try several times to try & reach a person. There is a form available that you can pick up in the Town Office that can be faxed or mailed, even though the letter indicates not to contact your local assessor!

**Bancroft Library**-Rebecca Brown says nothing to report

**Sewer Committee**-Next meeting is 01/27/2026 @ the Salem Town Office-6 pm.

**DCO**-nothing to report. Need to call Nancy re 2026 Contract

## **PUBLIC COMMENT**

**Mike Miller** asked if there was a possibility of using the former jail area for the food pantry. Supervisor Clary reported that Code Enforcement says no public entry because of lead on the bars; it's expensive to remove the lead on the bars. Is removal the only option or could encapsulation be done? Also, in 2025 there were 14 kitchen rentals—probably 7 to come back this year.

## **OLD BUSINESS**

**Master Comprehensive Plan Update**-Next mtg. will be 01/21/2026 from 5-7 pm @ Proudfit Hall; 181 Main Street; Salem, NY. Rebecca will look for the Village of Salem's General Development Plan.

**Salt & Sand Shed update**-Need to file paperwork for in-kind services to receive the rest of the money from the grant.

**Hudson Valley Greenway/Washington County EDC Grant Award**-This is \$62,000 total (\$30,000 from Hudson Valley Greenway & \$32,000 from Wash. Co.). This involves the rail corridor from Rte. 22 to Thompson, including researching property ownership, deeds, & rights-of-way, as well as identifying potential future uses. The study will explore how rail-related infrastructure can support local businesses/employment, like Caro-Vail & Cargill. Questions were raised on ownership along different sections of the corridor, access issues & track conditions (like the West Broadway crossing). There will be no replacement of tracks; there

could be a walking trail or a highlander trail, etc. NYS Parks & Recreation own the land on side of tracks up Rte. 153

## **NEW BUSINESS**

**TAP Design & Construction Grant Resolution**-This is for sidewalk repair/replacement on the opposite side of the street by the Hardware Store north for whatever areas need repair or replacement, & for curbing & storm drains. **Resolution #15-Motion made by** Councilman Tom McMorris, seconded by Councilman Howard Law, granting permission for Supervisor Clary to move forward with the TAP Design & Construction Grant for sidewalk repair/replacement on the opposite side of the street from the NYSDOT Sidewalk Salem Pedestrian Connections Grant (from the Auto parts store to corner by the former Tavern), including curbing & storm drains; passed 5-0.

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**2026/2027 Website Compliance regulations**-There are new NYS requirements governing municipal websites. Departments will need to be vigilant about keeping information current, including hours of operation, agendas, minutes, current members of Town Board, Local Laws/Ordinances, Resolutions (in the minutes), financial documents, budgets, audits, etc.

**Resolutions for Assessor, Bobbi Stone**-Bobbi would like the Board to consider: 1) A Resolution for electronic filing of Applications for Exemption forms under RPTL S 104(1)(a) & RPTL S104(3)(b) & 2) A Resolution for electronic filing of forms for Grievance Day under RPTL s 104(1)(b) & RPTL S104(3)(b). Passing both would be considerably easier for those people who live away from Salem & would prefer to file electronically, as well as those locally preferring to file electronically.

**Resolution #16-Motion made by** Councilman Tom McMorris, seconded by Councilwoman Brenda Levey, approving Resolution #16 for the electronic filing of Applications for Exemption by email under the above mentioned sections of the Law; passed 5-0.

**Resolution #17-Motion made by** Councilman Howard Law, seconded by Councilman Scott Eastman, approving Resolution #17 for the electronic filing of forms for Grievance Day under the above mentioned sections of the Law; passed 5-0.

Instructions for filing applications by a reasonable method to reach prospective applicants must be provided in both above circumstances. Consult your Town Attorney when establishing a method or methods for e-filing.

**Glens Falls Hospital/Salem Clinic Assessment**-LaBella Engineering will begin the building assessment shortly. We are currently receiving \$1,425/mo. for rent. There is bowing of the roof on Bob Beaver's side; water has already been running into Bob's bldg. Scott Thetford fixed the problem before.

**Town Office Rental Contract**-Reviewed the Contract. More outlets are needed in the office. Payment will be due on the 20<sup>th</sup> of the month, with a fifteen (15) day grace period. Price will be \$1,240/month rent.

**vc**

## **PUBLIC COMMENT**

**Councilwoman Brenda Levey**-brought up an issue w/the red light that appears to be allowing only one or two vehicles to get through in the North-South direction before changing, leading to back-ups during peak school hours, both in the morning & the afternoon runs (7:30 am & 2:30 pm). It seems East-West traffic

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receives extended green lights; the timing is most definitely off. Travis will text NYSDOT for correction of the light.

**Motion to Adjourn**-the regular monthly meeting of the Salem Town Board made by Councilman Howard Law, seconded by Councilman Scott Eastman; passed 5-0. Meeting adjourned @ 7:33 p.m.

**Next Meeting**-of the Salem Town Board will be the regular monthly meeting on 02/11/2026, beginning @ 5 p.m. in Proudfit Hall; 181 Main Street; Salem, NY, beginning @ 5 pm to review Warrants #2 & Highway Abstract #2 for payment, regular business meeting will be called to order @ 6 pm.

Respectfully submitted:

Patricia A. Gilchrist-Town Clerk  
Town of Salem

