

## **TOWN OF SALEM TOWN BOARD MEETING MINUTES FROM FEBRUARY 10, 2010 MEETING**

Present: Supervisor, Seth Pitts; Town Council Members Harold Gilchrest, Joe Wever, Dottie Schneider, Bruce Ferguson; Town Clerk Patricia Gilchrist

Others Present: Bob Graham-Fire Chief; Donna Farringer-Courthouse; Joe Boisclair-Highway Dep't.; Cheryl Baldwin-Georgi Museum; Mo Patrick-Planning Board; Herb Perkins-Youth Commission

Absent: Al Cormier-Historian-Report provided by Al for meeting

6:30 Review of highway abstracts; warrants for payment and approval

7:00 – Meeting called to order by Supervisor Pitts, followed by Pledge of Allegiance

Minutes of January 13, 2010 Town Board meeting and minutes from joint Village/Town Board meeting on January 27, 2010 were approved by motion from Harold Gilchrest; seconded by Dottie Schneider to accept both sets of minutes as presented. Motion passed unanimously.

Highway Abstracts; Warrants to be paid as presented – Motion by Dottie Schneider; seconded by Joe Wever to pay abstracts/warrants as presented - Motion passed unanimously.

### **DEPARTMENT REPORTS**

**Fire Department Report** presented by Chief Robert Graham; report attached to minutes.

**Courthouse**-Donna Farringer reported that the 1<sup>st</sup> Annual Board Retreat took place @ the Bunker Hill Inn at which time the strategic plan was reviewed; Board has clear vision as to each member's responsibilities. Everyone agreed it was a very worthwhile Retreat. \$50,000.00 anonymous donation received-will be used for work on the activity room on the first floor and mezzanine on 2<sup>nd</sup> floor. Working w/John G. Waite Architects; bids are being received and reviewed for this work. Hopefully, construction can begin in April. Donna is looking for a matching grant for remainder of the work.

March is history month. There will be an exhibit in the great hall by Historian, Al Cormier, entitled 'CLUE: A Display of Salem History' from 9-3 Mon.-Fri., March 4-March 31. Opening will be held on March 4<sup>th</sup> @ 6:30 pm with a talk by Al, followed by question and answer period. At 7:30 pm Don Wilson, architect w/John G. Waite Associates, will speak on historic preservation. See attachment from Gail Bearup, Program Coordinator, re this program. March 11<sup>th</sup>-Presentation by Michael Russert; March 18<sup>th</sup> by Marcia Reece. March 26-27-28, play 'Steel Magnolias' will be presented.

**Highway**-Joe Boisclair reports that highway department is inspecting Steele Rd. for widening during summer months. CHIP monies will be the same as last year. Will be attending Legislative Day on March 10, 2010. Change from AmeriPride to UniFirst for uniforms; will save about one-half the cost by doing so. Will need to do an exact inventory before starting w/Unifirst.

**Georgi Museum**-Cheryl Baldwin reported that she is receiving approximately 3-4 calls per week and many e-mails. Working on newsletter for March. US Fish & Wildlife and Battenkill Alliance will repair washouts on bank due to what both organizations think was caused by the Shushan Fire Department putting in and taking out of fire hoses during Tuesday night training drills. This will be repaired at no cost to the Town but extra help will probably be needed. No permit should be needed from DEC if the job is small enough. Fire Dep't. will be asked to move to right or left of current spot during Tuesday night drills.

LARAC awards ceremony will take place in March with a power point presentation, which will include Georgi Museum pictures.

There seem to be a lot of branches down on the grounds which will need to be cleaned up in the spring. Motion made by Dottie Schneider, seconded by Harold Gilchrest to begin the process for putting out bids for lawn mowing @ Georgi for spring/summer of 2010. An RFP will need to be sent out; passed unanimously.

Alliance Investment Report-\$11,600.00 yearly income for Georgi.

**Planning Board**-Mo Patrick reported that there will be a public hearing on 02-11-2010 @ 7 pm for the proposed shavings mill on Rte. 153 being introduced by Ira Barker. Notices were sent to adjoining landowners to attend the meeting.

There is also an artist interested in re-doing the barn across from the Kevin Baylor residence on Route 22. A road to the barn would have to come off Mahaffy Road and not Route 22. The artist has not decided whether to proceed at this time.

**Historian Report**-See Attached in absence of Al Cormier.

**Comprehensive Plan**-Dottie Schneider reports that the next meeting will be held March 1, 2010 @ 7 pm; February meeting was cancelled. Video on agricultural protection will be shown. Paperwork will need to be filed w/the State of New York to extend the ag grant.

**Salem Area Youth Assn., Inc.**-Herb Perkins reported that each meeting attracts more people--adults and youth. There was a meeting on Feb. 9, 2010 with over twenty people in attendance. There are currently 10 youth members, both voting and alternate members Programs accomplished so far have been ice skating @ SAW and snow shoeing. There will be a table tennis tournament for adults/youth coming in March to be held in the great hall @ the courthouse. The youth members are organizing the tournament themselves. The youth want to help out with the town-wide clean-up day to be held in April. Meeting held on February 23, 2010, with representatives from the Cambridge Youth Commission re the swim program for summer of 2010.

Herb presented the Board with a check for \$110.00 for reimbursement for corporate filing fee, which the town advanced. He thanked Alan Wrigley, Town attorney, for incorporating the association pro bono and also working to get 501 (c) (3) status for the commission.

Check out the commission's website, blog and facebook page to keep up with the latest!

## **Correspondence**

Supervisor Pitts stated that he has received many letters as a member of the county's Parks & Recreation sub-committee regarding the installation of a non-motorized boat and canoe launch @ Lake Lauderdale Park. Many homeowners on the lake, thru the Lake Lauderdale Association, are opposed to the proposition because of the possibility of contaminating the lake with zebra mussels and milfoil coming off the boats. County would like to charge a fee for use of the launch, thus generating income. Resident, Jay Bellanca, asked how the residents could prevent such a launch if the park is county property. Supervisor Pitts stated that there was a 'promise' made by a county official several years ago when the county constructed the park. A biologist from DEC has stated that there is not a great threat from zebra mussels and milfoil coming in from canoes/hard bottomed boats but more of a risk from motorized boats.

Village Budget Workshop-will be held on February 17, 2010 @ Proudfit Hall. Board members Joe Wever and Bruce Ferguson will attend.

## **Public Comment**

Jay Bellanca inquired about the train station and the new roof that was put on the building. Station is owned by Northeast Rail and the work was done by Greg Perkins. **Not** initiated by the Town nor is there any cost to the Town. Council member Bruce Ferguson reported that this was a Village matter. Mr. Bellanca commented that the Town should be concerned and interested with bringing jobs/ tourism into the Village as well as the Town.

A meeting was held on February 8, 2010, with Supervisor Pitts, Town Council member, Bruce Ferguson, two state officials, three people from Granville and Kyle Hunter regarding the Association of Trails. Who owns the rail bed? Was the land bought or taken by eminent domain? Does land revert back to landowner? These were all questions that were brought up. Kyle Hunter did secure a grant thru Chamber of Commerce for 'Rails to Nails.'

## **OLD BUSINESS:**

Supervisor Pitts said he believed that the joint meeting w/Town and Village Boards on January 27, 2010 @ Proudfit Hall was very successful. Budget concerns and flooding in White Creek were the two major concerns and both boards seem willing to work together at least on these two concerns. There will also be an agreement drawn up between the Village and the Town to allow Eric Rogers, DPW superintendent, to purchase diesel fuel for the village trucks at the town garage. Motion made by Dottie Schneider, seconded by

Bruce Ferguson, to allow Salem fire trucks to go to Town Barn to purchase diesel fuel. Passed unanimously.

**Dog Control**-The supplies necessary for Jessica Barrett, Dog Control Officer, to get started have been ordered. Stove will be picked up by Supervisor Pitts the end of this week or early next week. Jessica advised the Board that the Town needs to update their local Dog Control Law. She also advised that there was no lease law in the Village of Salem. There will be a rabies clinic at the Town Barn on March 27, 2010 from 9:30am to 12:30 pm and the Town Clerk needs to be there to license dogs.

**Town Clerk's Computer/Software Update**-Clerk Licensing System Proposal provided by Business Automation Services, Inc. (BAS) is attached; board members received a copy. Total investment approximately \$1,160.00, including annual software support & maintenance fee. Most town clerks in the county have this system. The program includes dog licensing, vital records (marriage certificates; death certificates; certified copies, monthly DOH reports, burial transit permits; miscellaneous cash summaries and reporting, etc.) Motion made by Bruce Ferguson, seconded by Joe Wever to make a money transfer of \$1,300.00 from 1620.4 Office A to Town Clerk Account A1410.4. Carried unanimously. For future consideration, the highway department needs to be computerized and we need to update Kathleen Chambers.

## **NEW BUSINESS**

**Assessor's Pay Split**-Motion made by Bruce Ferguson, seconded by Joe Wever to split Jean McLenithan's pay as assessor so part goes to her and part goes to her daughter-in-law, Amy McLenithan, as Jean's assistant. Passed unanimously.

**2011 Budget re Garbage Stickers**-Most towns include the monies collected from the sale of garbage stickers in the general fund and not the Town Clerk's Account, as is currently being done. Need a system to separate garbage monies from other cash collected during the day so an accurate record can be kept. Money from sale of stickers goes directly to the County; the Town does **not** make any money from the sale of the same. Keep in mind at budget time to include an item in the budget for the stickers.

**Youth Commission Update**-Meeting held w/Supervisor Pitts, Herb Perkins, Megan Wilkins, two people from Presbyterian Church, Mayor Dunigan. Hebron Camp gave a presentation outlining their problems, with at least \$15-20,000.00 worth of repairs that need to be done @ the camp. If the camp could open at all this summer, this would be the only summer they could operate. Wilkins suggested a merger of the two programs (Salem and Cambridge) for the summer swim program @ Lake Lauderdale. All swim lessons would be provided to all children at the same time. Upon hearing the report, both Supervisor Pitts and Mayor Dunigan thought it better to look towards the future with a new program and that the Cambridge program provided full daycare for the children. The morning program is free for all, but the afternoon program costs \$50.00 per child. Transportation costs need to be considered and the impact on the current Lunch N Learn

Program need to be discussed. There will be another meeting on February 23, 2010 and more information should be forthcoming by the next board meeting in March.

**Clerk vs. Bank's Receipt of Taxes**-Consideration needs to be given to bring the tax collection back to the Town office. Confusion over where payment should be made and not enough information is being provided on a consistent basis from the bank when trying to enter payment information on the County program, i.e. who paid the bill, was it cash or check and what mortgage company made payment. If these issues can be corrected, then it would probably be feasible to leave collection at the bank. Tax Collector's name should come off the bill as who to make check payable to and it should be listed as 'Town of Salem Tax Collector', c/o whatever bank will be doing the collection. These are some of the problems encountered this year.

**Archive Update w/Historian, Al Cormier**-Al has agreed to meet with Supervisor Pitts and Town Clerk, Pat Gilchrist, on February 19, 2010, to archive documents at the Town Office, consolidate what can be consolidated or throw out what doesn't need to be kept. This will free up more space and make more filing cabinets available.

**Town-Wide Tag Sale**-The Chamber of Commerce is taking on the town-wide tag sale again and hopes to hold the same over Memorial Day weekend.

**Town-Wide Clean-up**-Will be held on April 24, 2010 w/help from the boy scouts and the youth association.

**Review 2009 Year-end Reports**-Review year-end reports provided by Clerk to the Supervisor, Kathleen Chambers. A notice will have to be put in the paper when the AUD report has been photocopied; the same will be available for review at the Town Office.

Supervisor Pitts and Council member Bruce Ferguson advised that there is a cemetery behind Polly Wilson's house on Route 22 on the Town of Salem side of the property. There are approximately 50 graves there and it is the town's problem to maintain the same.

**Next Meeting**-Will be held on Wednesday, March 10, 2010, @ 7:00 p.m. in the Town Office. (Abstracts and Warrants to be reviewed before the meeting @ 6:30 pm.)

**Motion to Adjourn**-Motion made by Joe Wever, seconded by Harold Gilchrest to adjourn the meeting. Passed unanimously.

Respectfully submitted,

Patricia A. Gilchrist-Town Clerk

