

**TOWN OF SALEM**  
**SPECIAL MEETING-PUBLIC HEARINGS ON ESTABLISHMENT OF LIGHTING &**  
**WATER**  
**DISTRICTS FOR THE TOWN OF SALEM**  
**JANUARY 21, 2016 MINUTES**

Present: Supervisor Seth Pitts; Town Council Members: Bruce Ferguson; Joseph Wever; Harold Gilchrest; Town Clerk-Patricia Gilchrist

Others Present: Ron Laberge-Laberge Group; Nicole Allen-Laberge Group; Nathan Wojcik-Laberge Group; Mary Kissane-FMBF Law Firm; Kimberly Erbe; James Bain-Village Trustee; Garth Kenyon; Margery Robertiello; Art Hempel; Cait Johnston-Journal Press

6:30 p.m. - Meeting called to order and Public Hearing on the proposed Lighting District was opened by Supervisor Seth Pitts.

Town resident Arthur Hempel questioned the size of the district especially the area by the Salem Rescue Squad that was mostly agricultural and why it needed to be in the lighting district. Ron Laberge responded stating that no changes had been made to what was already in the lighting district with the Village. The lights benefit the roadway--not the taxpayer's property. The district boundary encompasses 'benefitted' properties--property within 100' of a street light or access through a benefitted area. Supervisor Pitts responded that even though these properties were undeveloped currently, 20 years down the road they could be developed. Village resident Margery Robitellio had a few questions and concerns that were addressed. Mr. Laberge had a handout on the proposed Lighting District showing existing and proposed amounts for budget, taxable value, tax rate per thousand and the boundary of the existing and proposed district. The proposed district boundary is slightly smaller than the Village Boundary; benefitted property is defined as being within 100 feet of the last light on the street or is access is through a benefitted area; no changes to street lighting system are being proposed at this time. The handout will be filed with the minutes.

Supervisor Pitts asked if there were any more questions or comments from anyone present. Hearing no more comments or questions, Attorney Mary Kissane read and had the board answer a series of questions for the Short Environmental Assessment Form. Part 1 was regarding Project Information and was already filled in; Part 2 was the Impact Assessment and all questions 1. – 11. were answered 'No' by the board as they were read. It was determined that the proposed action would not result in any significant adverse environmental impacts and that block was checked and Supervisor Pitts signed the form.

**Resolution #14**-Motion made by Councilman Bruce Ferguson, seconded by Councilman Joseph Wever, to establish a Lighting District in the Town of Salem; map, plan and report having all been made available and accepted by the Town of Salem. Said **Resolution #14** is subject to a Permissive Referendum as governed by Article 7 of Town Law. If no Petition for Permissive Referendum is filed in the Town Clerk's Office within thirty (30) days after the adoption of this **Resolution #14**, the Town Clerk shall file a certificate stating such fact in the office of the Washington County Clerk. The Town Clerk shall also file a certified copy of this **Resolution #14**, in duplicate, in the office of the State Department of Audit and Control in Albany, New York. Roll call vote: Supervisor Seth M. Pitts-Yes; Councilman Bruce Ferguson-Yes; Councilman Harold Gilchrest-Yes; Councilman Joseph Wever-Yes; passed 4-0

Public Hearing on the Lighting District closed at 6:42 p.m.

**6:45 p.m.-Public Hearing on Creation of a Town Water District opened**-The only two parcels outside the Village that are included in the water district are Pizza World and Washington County Dairy Services, both of whom are currently in the Village Water District. Mr. Laberge had a hand-out on the Water District indicating the outstanding loan amount existing/proposed is \$2,053,000; 2016 debt service existing/proposed is \$87,000.00; number of EDU's (equivalent dwelling units) existing/proposed is 519.5; typical residential user costs existing/proposed is \$375.00 (debt service-\$177.00; Use change-\$198.00); boundary existing is Village boundary; proposed is benefitted

parcels. No changes are proposed to the water system at this time; proposed district boundary is slightly larger due to two existing outstanding Village users.

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Town resident Art Hempel responded that he had a small triangular piece of property in the Village that he was currently paying on and would continue to pay on. At a later date, could the district be extended to

include the property where his house sits? He would have to approach the Town Board at that time and ask that the district be extended to include the area where his house sits and a new public hearing would have to be held at that time.

**Short Environmental Assessment Form**-Once again Attorney Mary Kissane read Part 2-Impact Assessment and the board responded 'No' to questions 1.-11. Part 3-Determination of Significance-It was once again determined that the proposed action would not result in any significant adverse environmental impacts and that block was checked on the form. Supervisor Seth M. Pitts signed the form as requested.

**Resolution #15**-Motion made by Councilman Joseph Wever, seconded by Councilman Harold Gilchrest, to establish a Water District in the Town of Salem; map, plan and report having all been made available and accepted by the Town. Said **Resolution #15** is subject to a Permissive Referendum as governed by Article 7 of Town Law. If no Petition for Permissive Referendum is filed in the Town Clerk's Office within thirty (30) days after the adoption of this **Resolution #15**, the Town Clerk shall file a certificate stating such fact in the office of the Washington County Clerk. The Town Clerk shall also file a certified copy of this **Resolution #15**, in duplicate, in the office of the State Department of Audit and Control in Albany, New York.

**Roll Call Vote:** Supervisor Seth M. Pitts-Yes; Councilman Joseph Wever-Yes; Councilman Bruce Ferguson-Yes; Councilman Harold Gilchrest-Yes; Passed 4-0

Public Hearing on the Water District closed at 6:55 p.m.

**OTHER BUSINESS**

**Resolution #16**-Motion made by Councilman Joseph Wever, seconded by Councilman Bruce Ferguson, authorizing the Town Supervisor of the Town of Salem, Seth M. Pitts, to send a letter to the NYS Department of Transportation to maintain current, lower speed limits along state-owned roads within the former Village of Salem when the State replaces speed limit signs upon dissolution. Said letter has been prepared and is ready for signature. Passed 4-0

**Resolution #17**-Motion made by Councilman Harold Gilchrest, seconded by Councilman Joseph Wever, to allow Supervisor Pitts to apply to Urban Forestry for a tree grant for Arbor Day in the amount of \$1,000.00. The grant must be submitted by February 11, 2016. Passed 4-0

**Resolution #18**-Motion made by Councilman Joseph Wever, seconded by Councilman Bruce Ferguson, to do an Appraisal/Facilities Assessment on Bancroft Public Library at a cost of \$3,000.00 by Laberge Group per their agreement and giving Supervisor Seth M. Pitts authority to sign the same. This would fall under Professional Services and does not have to go out to bid. Passed 4-0

**Planning Board**-Issue continuing from January 13, 2016 board meeting-Chairman Maurice Patrick and Clerk to the Planning Board Kimberly Erbe would like to purchase a tablet/laptop computer that could be used at planning board meetings for the purpose of looking at Google maps, tax maps, etc. Motion made by Councilman Joseph Wever, seconded by Councilman Harold Gilchrest, to allow the Planning Board to purchase a tablet/laptop computer at a cost not to exceed \$400.00. Passed 4-0; Supervisor Pitts will meet with Kimberly Erbe to discuss the same.

**Resolution #2 from Organizational Meeting of 01/13/2016**-Since some of the board members did not like the wording in the Resolution from the 01/13/2016 meeting, Clerk Gilchrist has pulled prior years' organizational meeting minutes to see what wording was used in prior years. After review of prior meeting minutes, a motion was made by Councilman Joseph Wever, seconded by Councilman Bruce Ferguson, to adopt the following **Resolution #2** in place of the Resolution that was in the 01/13/2016 Organizational Meeting Minutes

**Resolution #2-Authority of Supervisor**-Delegate to the Supervisor Seth M. Pitts

and  
Deputy Supervisor Harold Gilchrest, powers of town functions to be performed on  
behalf of the Town Board prior to board meetings, i.e. pay utilities, business and  
office supplies, medical  
reimbursement and whatever else may come before the board. Passed 4-0

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**Letter to Comptroller's Office**-Supervisor Pitts gave board members all a copy of the letter he sent out to the Comptroller's Office acknowledging the results of the Audit. This will become a part of the final report when issued by the Comptroller's Office. Five-year plan will still have to be submitted ninety (90) days after the final report is issued.

**Letters of Interest for Town Board Vacancy**-Two letters received--one from Anne Dunigan and one from Florence Rudio (formerly Florence Clough, who is now back here living). Motion made by Councilman Joseph Wever, seconded by Councilman Harold Gilchrest, to go into Executive Session to discuss the matter of the vacancy on the Board. Passed 4-0

After much discussion and review of the letters of intent and going back and forth, no decision could be reached regarding the board vacancy. Motion made by Councilman Harold Gilchrest, seconded by Councilman Joseph Wever, to come out of Executive Session; passed 4-0.

**Next Meetings**-Public Hearing/Special Meeting on new Zoning Law called by the Zoning Commission is scheduled for January 28, 2016, at 7:00 p.m. in the Salem Town Office.

**Dissolution Meeting**-The next Dissolution Meeting will be held February 08, 2016, at 6:30 p.m. at the Salem Town Office with the Town Board, Village Trustees, Laberge Group and the attorneys for an update on where we are and what still needs to be done.

**Regular Monthly Town Board Meeting**-The next regular monthly meeting of the Salem Town Board will be held on February 10, 2016, in the Salem Town Office. Review of Warrants and Abstract for payment will begin at 6:30 p.m.; meeting will be called to order at 7:00 p.m.

**Motion to Adjourn**-Motion made by Councilman Joseph Wever, seconded by Councilman Harold Gilchrest, to adjourn this public hearings/special meeting; adjourned at 7:30 p.m.

Respectfully Submitted:

Patricia A. Gilchrist-Town Clerk

