

**TOWN OF SALEM
REGULAR MONTHLY MEETING-SALEM TOWN BOARD
AUGUST 09, 2017 MINUTES**

Present: Town Council Members: Supervisor Seth Pitts; Bruce Ferguson; Marcus Blanck; Harold Gilchrest; Laura Dunham; Town Clerk-Patricia Gilchrist

Others Present: Travis Keys-Highway Eric Rogers-Water Dep't.; Maurice Patrick-Planning Board; Al Cormier-Historian; Wendy Bordwell-Georgi; Bob Graham-Salem Fire Chief; Rebecca Brown-Water Clerk; Cait Johnston-GJ/SP; Nicole Cartin-The Eagle Newspaper

Absent: Janice Quartararo-Courthouse; DCO-Nancy Quell

Public Present: Art Hempel; Tom Clark; Jay V. Bellanca; Tom Tanaka; Tina Fleming; Wendy Hunter; David Higby; Nancy Higby

6:30 p.m.-Review of Warrants #8 and Abstract #8 of 2017 for payment.

7:00 p.m.-Regular Monthly Meeting of the Salem Town Board was called to order, followed by Pledge of Allegiance. **Motion made by** Councilman Marcus Blanck, seconded by Councilman Bruce Ferguson, to approve the regular monthly meeting minutes of July 12, 2017; passed unanimously 5-0. After review of Warrants and Highway Abstract, **motion made by** Councilwoman Laura Dunham, seconded by Councilman Marcus Blanck, to pay **Warrants #8** and **Highway Abstract #8 of 2017** as presented; passed unanimously 5-0. **Supervisor's Reports** were presented for June & July (minus June Georgi report as this was provided last month) for review and approval; **motion made by** Councilman Harold Gilchrest, seconded by Councilman Marcus Blanck, to sign and approve the Supervisor's Reports as presented; passed unanimously 5-0. **Bank statements** were provided and reviewed by the Board.

DEPARTMENT REPORTS:

Salem Fire Department- Chief Graham reported 6 calls for month of July: 5-Salem (1-lines down; 1-fire alarm activation; 1-structure fire; 1-brush pile; 1-EMS assist); Mutual Aid: 1-Shushan (water rescue call)

Training-Monthly air pack & multi gas meter checks done; landing zone w/Salem EMS & life net helicopter; driver training done

Fundraisers-July 4th carnival for 3 nights, with parade on the 4th

OSHA Mandates-Hose testing: 1100 ft. of 5: hose failed; 1-50 ft. length 1-3/4" hose plus one length 6" suction

Meetings-Fire Dep't. July meeting held; attended Town Board meeting; Chief & Officers meeting

Repairs-Attack 441 oil leaks fixed at a cost of \$1,200.00

Total Hours for year-4,242; report will be filed

Courthouse-Janice Quartararo absent

Highway- Sup't. Gerald 'Joe' Boisclair submitted his resignation as Town Highway Superintendent, effective as of July 19, 2017. He has sold his house and will be moving to Cossayuna Lake in the Town of Argyle and will no longer be a resident of the Town of Salem. Deputy Sup't. Travis Keys was present at the meeting and reported that the crew has finished work on Quarry Road. Both trucks--the F450 & F550--both need replacing. F450 looks worse but runs better. Plow in a little better shape but sander is going to need some money put into it before winter begins. F550 clutch pedal is sticking ½, master cylinder. Rotted hole in roof, dump body is very rotted & power steering and plow are in bad shape. Sander is old and is going to need approximately \$1,500 to get ready for winter. The Grader needs a head gasket. The old boxes (2) are on the junk pile and could be scrapped. The Village single axle truck and the mower could be listed as surplus and sold. Travis will compile a list of equipment that can be declared surplus and sold. The power bill for the highway garage is very high. Should lighting be upgraded?? Need lighted EXIT signs and a flag pole light. Outside lights need replacing before winter. Supervisor Pitts told Travis to contact NYSE&G to do an energy audit and report their findings. All miscellaneous training has been done with Phil Spezio. Personnel files have been updated, SDS

sheets & emergency contact information has been added. About 6 trees need to come down in the former Village (some have been marked for multiple years according to Keys); Town will need to provide all labor & the chipper (\$70/hr.) at a cost of approximately \$1,500.00, according to the tree expert that Washington County uses. Had an MSHA inspection; no violations but paperwork needs to be finished. Have been working in the pit; cut/chipped trees on Smith & Quarry Rds.; graded roads; put in 30" x 40' tube on Quarry Road; mowed Main Street; dug out stumps & hauled stone on Quarry Rd.; worked in office; mowed road sides; changed front tires on mower tractor; MSHA paperwork; worked around shop; worked on Quarry Rd.; mowed former Village & roadsides in Town; got dozer from Wash

County (used in pit & around shop); cleaned culverts near Mike Miller's and Eastman's; worked in pit; graded in Shushan; mowed road sides; started weed eating bridges & trimmed brush in the former Village along sidewalks & some intersections; worked on organizing file cabinets in office; ditched on Quarry Rd.; hauled gravel to Shushan & graded roads there; mowed road sides; worked in pit making gravel; graded dirt roads; more mowing of road sides; worked on Quarry Rd. preparing for stone; cleaned some old tubes & cut shoulders all the way to Tomlinson's; mowed in former Village & removed trash from Park; worked in the shop; tree down on upper Bogtown Rd. Drain by Bob Hunter's is a Town problem and will need to be worked on. **New e-mail address for highway barn is: salemdp@gmail.com**. Report will be filed.

Georgi Museum-Wendy Bordwell reported that Art Hempel has been doing the inside work at the museum and the handicapped access is finished on the inside. The Washington County Band will be performing on Thursday, August 10th @ 7:00 p.m. on the grounds. Wendy is asking the Board's approval to apply for a LARAC grant for 'Fairies in the Hamlet' for 2018; this has an October deadline. Supervisor Pitts questioned the fact that he thought she had lost money on this project in the past but Wendy responded that in fact they broke even. 2018 should see more of a profit as certain things are in place now and that will save money.

Resolution #61-Motion made by Councilman Harold Gilchrest, seconded by Councilwoman Laura Dunham, giving permission for Wendy Bordwell to apply for a LARAC grant for Fairies in the Hamlet for 2018; passed unanimously 5-0.

The window treatments were lost to mold so Wendy would like to put out a request for bids for new window treatments at a cost of approximately \$4,000.00. **Resolution #62-Motion made by** Councilman Harold Gilchrest, seconded by Councilman Bruce Ferguson, to put a Legal Notice in the paper for two weeks for new window treatments for the Museum. Wendy will e-mail the specifications to Clerk Gilchrist for inclusion in two newspapers--The Eagle & The Greenwich Journal/Salem Press. Passed unanimously 5-0. While approved, Supervisor Pitts reiterated that more needs to be coming in than going out; he doesn't want to come up short after doing these things. The art will be coming back from Plattsburgh soon & should arrive for the opening of the Museum in October. There will be a special tour of the Museum on October 6th for members and invited guests and for the public on October 7th.

Rental interest has increased since the new web site has been up and running.

Need a resolution to pay a voucher in the amount of \$650 over and above the bid price for Castle Enterprises' (Arthur Hempel) quote on the interior work at the Georgi Museum. **Resolution #63-Motion made by** Councilman Harold Gilchrest, seconded by Councilman Laura Dunham, to pay the submitted voucher for \$650, overage on the bid price for interior work at the Georgi Museum; passed unanimously 5-0.

Resolution #64-Motion made by Councilman Harold Gilchrest, seconded by Councilman Bruce Ferguson, to sign a voucher in the amount of \$4,650--the balance due on work on the interior of the Georgi Museum--payment not being made until the work is completed and approved by the Georgi Committee. The work is very near completion and this will enable Castle Enterprises to receive payment for the completion without waiting until the September meeting. Either Councilman Ferguson or Councilman Gilchrest will advise Supervisor Pitts when the work has been completed and approved by the committee; passed unanimously 5-0.

Planning Board-Chairman Maurice Patrick reported that there were 2 applications for the August 17th mtg. (Note the change of date to the third Thursday in August rather than the fourth Thursday due to the Fair.)

DCO Report-Supervisor Pitts has a Contract that needs to be signed with Animal Safe-Home and Rehab.-- Nancy Quell--and needs a motion to do so. **Motion made by** Councilman Marcus Blanck, seconded by Councilman Laura Dunham, to execute the contract with Safe-Home and Rehab.-Nancy Quell-for DCO services provided; passed 5-0.

Historian-Al Cormier reported that he had attended the dedication ceremony of the 123rd Regiment Flag at the Washington County Municipal Center on July 21st. The flags were replaced in the Revolutionary War Cemetery.

Historic Preservation Committee-Will hold a meeting in August

Al will be meeting with Kathy Stickler of Stickler/Murphy, Records Management Consultants.

TD Bank-has moved their sign over but in the same spot but it is better visibility pulling out of the drive thru.

Revolutionary War Cemetery-The Salem Rotary Club has agreed to clean the stones in the Revolutionary War Cemetery; they will supply the manpower for the same but will need money for the supplies. Al will put out a plea for donations for the cause.

Water-Eric Rogers reported there are currently 310 meters in service, with no new hook-ups this month. Regular upkeep & maintenance was performed; have been doing dead-end fire hydrant flushing that has been going well and will continue through-out the summer and into the fall. Fall hydrant flushing will be done beginning Columbus Day & continue throughout the wee--10/09-10/12. Clerk Gilchrist will put a PSA in both the Eagle & Journal Press newspapers. Eric has been in contact with Badger Meter on the meter read update and hopes to have everything up and running in the next couple of months. Performed Nitrate & Nitrite water testing in July; everything came back good. Still waiting on part 5 table 8B inorganic primary & 8D inorganic secondary & also did table 9C synthetic organic testing. Eye wash and fire hydrant checks have been completed; did monthly water sample required by D/O/H—met the bacteriological requirements for a public water supply as set forth in subpart 5-1.5 of the State Sanitary Code under Public Health Law 225.

Eric would like Board approval for the updated Rules & Regulations for the water system. The information has been available for the past 3 months so he would like to have Board approval. **Motion made by** Councilwoman Laura Dunham, seconded by Councilman Harold Gilcrest, to approve the updates made to the Rules & Regulations for the Water System; passed unanimously 5-0.

Eric will be out from 09/08 for 4-6 weeks for personal medical issues. He hopes to get cleared for light duty and would like to do what he can before receiving full clearance.

Eric has a new e-mail address: salemwaterdept@gmail.com. Report will be filed.

Communications-Petition received from residents on Nichol Street re the residence at 26 Nichol Street. Pigeons are roosting under the roof, boards are missing & there is pigeon poop everywhere--on cars, the road & the street. Washington County Code Enforcement is supposed to be here tomorrow to survey this situation and to visit one other location. Code Enforcement will then contact the homeowners with their findings.

Letter from DEC-Received a letter from DEC advising that they give their approval for changing the testing patterns in the landfill to every other year as proposed by C. T. Male.

UNFINISHED BUSINESS

Greenway Grant-Councilwoman Dunham returned all finished paperwork and Clerk Gilchrist will mail out the completed application tomorrow, 08/10/17. The reimbursement grant from the Greenway would be \$7,500.

Sewer Study Update-Ron Faberge is putting together data on the study and a report should be available by the September board meeting. The hope is to have the completed study done by the end of September, 2017.

Budget Workshop Meeting-The first budget workshop meeting will be held on August 29, 2017, @ 6 p.m. in the Salem Town Office. We have a daunting task ahead of us for 2018!

White Creek Flood Mitigation-Councilwoman Laura Dunham reports that NYS has \$180,000 set aside that will expire on December 31, 2017, if not used. Tom Snow from DEC felt that it would be very difficult to obtain another extension of the funds beyond 12/31/17. Only one feasible project can be completed by 12/31/17. The Town needs to request approval for anything other than removal of the Archibald Street bridge deck.

Supervisor Pitts will be attending a Finance Committee meeting tomorrow, 08/10/17, and could request that the money be used to purchase four easements from landowners on the four corners bordering the Archibald Street bridge--Tina Fleming, Rebecca Brown, Kim Baker & Richard Hick land, if that was in agreement with the Town Board. Both Tina Fleming & Rebecca Brown were present at the meeting and said they would grant an easement for putting in a box culvert whenever that was feasible; permission would still have to be obtained from the other two landowners. Woody Hill will not remove the berms they put in to mitigate flooding in their own fields at their own expense and neither DEC or NYS can make them remove the same on private property. Councilwoman Dunham also stated that there was another landowner on County Rte. 153 that had also given approval for a temporary right of way to pull out an old abutment on a bridge there. If nothing is done with the funds, Granville would have to apply to use the remaining funding; it would not be handed over to them automatically. **Resolution #65-Motion made by** Councilman Marcus Blanck, seconded by Councilwoman Laura Dunham, instructing Supervisor Pitts to request that the remaining funds of \$180,000 be used to purchase four (4) easements from the landowners on the four corners bordering the Archibald Street Bridge at the Finance Committee meeting to be held on Thursday, 08/10/17; passed unanimously 5-0.

NEW BUSINESS

Health Insurance-Debbie Bell-Capital Insurance-Debbie reported to the Board that one of the current plans the Town now has, MVP EPO Silver 3 would be going up 3.3%. There are not a lot of other options out there and 3.3% was not an unreasonable increase. The other plan, BlueShield of NE NY was going up 13.9%; only one employee carries this. She had just made a presentation to another municipality that was going up 14% so she didn't feel too bad coming to us with 3.3%. MVP is also offering a Telemedicine benefit, which will not apply to the patient's deductible but charges a \$39 co-pay for a Dr. to speak over the phone and/or view the patient via video messaging for a diagnosis and to call in prescriptions. There could still be money in the Town's HRA account at the end of the year, which would belong to the Town and not the insured. The Board will review and discuss at their budget workshop meeting the end of August. Thank-you to Debbie Bell for her presentation to the Board.

Crossing Guard-Freda Fifield, who has been crossing guard for more than 18 years, resigned her position. A Help Wanted Ad needs to be put in the paper sooner rather than later as school will be resuming in less than a month. Clerk Gilchrist will put in a Help Wanted Ad in both the Journal Press and the Eagle newspapers for the next two weeks.

Proudfit Hall Renovations-Supervisor Pitts reported that Laberge will have more information on the project for the September Board meeting. He gave the board a letter from May 18, 2017, with professional services proposal totaling \$27,000-\$30,000.00 for basic and additional services, cost projections & diagrams. There is still approximately \$20,000 with NYS from Village dissolution funds (NYS would give 80% of the funds requested; we would have to come up with 20%); Judge Baylor has received a grant in the amount of \$17,000.00, which must be used by 12/31/2017. Part of the dissolution money and Judge Baylor's grant could be used to cover the professional services proposal. The Town has also received \$175,000.00 from a SAM grant for the renovations, which will be in the ball park of approximately \$242,000.00. Councilwoman Dunham has requested that Supervisor Pitts put together a list of current projects, projected costs, & what money is available and where. He will honor her request.

New Flag for Park-Councilwoman Dunham has requested a new flag for the park; contact Jim Gariepy from McClellan-Gariepy Funeral Home. He should be able to get one.

Motion made by Councilman Harold Gilchrest, seconded by Councilman Marcus Blanck, to enter into Executive Session to discuss matters of employment; passed unanimously 5-0; entered Executive Session at 8:25 p.m. Discussion followed and the following was decided: **Resolution #66-Motion made by** Councilwoman Laura Dunham, seconded by Councilman Bruce Ferguson, to give a \$700/month stipend for 5 months (August-December) to Travis Keys as interim Highway Superintendent; passed unanimously 5-0. **Motion made by** Supervisor Seth M. Pitts, seconded by Councilman Laura Dunham, to come out of Executive Session

at 8:35 p.m.; passed unanimously 5-0. Public was invited back in to meeting and announcement was made as to Travis’s stipend.

The following Resolutions need to be passed:

Resolution #67-Motion made by Councilman Marcus Blanck, seconded by Councilman Harold Gilchrest, to establish a due to due from General & Highway; funds are needed to pay for work done at HSCPA for records archival storage. Money is to be returned to Highway from Dissolution money that NYS has on hold; money **must** be returned before year’s end. Transfer as follows:

DA391 Due from (General)	\$ 8,840.00	
DA200 Cash		\$ 8,840.00

Passed unanimously 5-0

Resolution #68-Motion made by Councilman Marcus Blanck, seconded by Councilman Harold Gilchrest, for second part of **Resolution #67** as follows:

A690 Due to (Highway)	\$ 8,840.00	
A200 Cash		\$ 8,840.00

Passed unanimously 5-0

Resolution #69-Motion made by Councilwoman Laura Dunham, seconded by Councilman Marcus Blanck, for a budget increase to reflect money received from due to due to pay for work at HSCPA as follows:

A510 Estimated Revenues	\$ 8,840.00	
A5031 Interfund Transfer		
A960 Appropriations		\$ 8,840.00
A7510.4 Historian Contractual		

Passed unanimously 5-0

Resolution #70-Motion made by Councilman Marcus Blanck, seconded by Councilman Harold Gilchrest, for a transfer to refund prior transfer as follows:

F8320.4 Supply Power & Pumping	\$ 5,000.00	
F8310.4 Home & Community Services		\$ 5,000.00

Passed unanimously 5-0

Resolution #71-Motion made by Councilman Marcus Blanck, seconded by Councilwoman Laura Dunham, for a transfer of money to cover shortfall in account as follows:

DA5142.4 Snow Removal	\$ 2,000.00	
DA5130.4 Machinery		\$ 2,000.00

(It should be noted that his account-DA5130.4-has no money to get to year’s end. A budget increase will need to be done from Fund Balance at either a budget meeting or next Board meeting.)

Passed unanimously 5-0

Resolution #72-Motion made by Councilman Harold Gilchrest, seconded by Councilman Marcus Blanck, to use Fund Balance money to pay for computer software (money is available from Village transferred funds) as follows:

F909 Fund Balance	\$ 8,652.00	
F960 Appropriations		\$ 8,652.00
F8397.2 Water Equipment		

Passed unanimously 5-0

Motion made by Councilman Bruce Ferguson, seconded by Councilman Harold Gilchrest, to adjourn the regular monthly meeting of the Salem Town Board; passed unanimously 5-0. Meeting was adjourned at 8:40 p.m.

Next Meeting-Budget Workshop Meeting on Tuesday, 8/29, at 6:00 p.m. in the Salem Town Office.

Regular Monthly Board Meeting-The regular monthly meeting of the Salem Town Board will be held on September 13, 2017, review of Warrants #9 & Abstract #9 to begin at 6:30 p.m., business meeting will be called to order at 7:00 p.m.

Respectfully submitted:

Patricia A. Gilchrist-Town Clerk
Town of Salem, NY

