

**TOWN OF SALEM**  
**REGULAR MONTHLY MEETING & 2018 BUDGET WORKSHOP #4**  
**SALEM TOWN BOARD**  
**OCTOBER 11, 2017 MINUTES**

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

**Others Present:** Travis Keys-Highway; Maurice Patrick-Planning Board; Al Cormier-Historian; Janice Quartararo-Courthouse; Wendy Bordwell-Georgi; Rebecca Brown-Water Clerk; Cait Johnston-GJ/SP; Aaron K. Jansson-The Eagle Newspaper

**Absent:** Bob Graham-Salem Fire Chief; DCO-Nancy Quell

**Public Present:** Evera Sue Clary; Sarah Winslow; Kurt Winslow; David Higby; Nancy Higby; Scott Perkins; Nancy Gray; Tina Fleming; Jessica Roesel

**6:30 p.m.-**Review of Warrants #10 and Abstract #10 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. The following sets of minutes were voted upon for approval and/or correction: **Motion made by** Councilman Marcus Blanck, seconded by Councilman Bruce Ferguson, to approve the first budget workshop meeting minutes of August 29, 2017; passed unanimously 5-0. **Motion made by** Councilwoman Laura Dunham, seconded by Councilman Harold Gilchrest, to approve the regular monthly meeting minutes from September 13, 2017 with one exception: Void Resolution #78 (it will be corrected at a later date). Clerk Gilchrist will so note in the meeting minutes; passed unanimously 5-0. **Motion made by** Councilman Bruce Ferguson, seconded by Councilwoman Laura Dunham, to approve the Tentative Budget workshop #2 minutes from September 26, 2017; passed 4-0 in absence of Councilman Harold Gilchrest. **Motion made by** Councilman Harold Gilchrest, seconded by Councilwoman Laura Dunham, to approve the #3 budget workshop minutes from October 03, 2017; passed unanimously 5-0. After review of Warrants and Highway Abstract, **motion made by** Councilman Harold Gilchrest, seconded by Councilman Bruce Ferguson, to pay **Warrants #10 and Highway Abstract #10 of 2017** as presented; passed unanimously 5-0. No **Supervisor's Reports** & no **Bank Statements** were provided for review.

**Salem Fire Department-** Chief Graham absent; no report provided.

**Courthouse-**Janice Quartararo reported that the barn has been painted a light yellow and it looks great. The mural will be put up outside the barn.

**Volunteer Appreciation Bar-b-que** is slated for 10/13/2017 from 5-7 p.m.

**Annual Meeting** will be held on Tuesday, 10/14.

**Author Erik Rickstadd** will be at the Courthouse on October 19<sup>th</sup> @ 7 p.m.

**Glens Falls Paranormal Society** will be doing ghost hunting @ the Courthouse on October 20<sup>th</sup> & 21<sup>st</sup>.

**'Meet the Candidates Night'**, sponsored by the Salem Rotary Club, will be held at the Courthouse on Monday, 10/23 @ 7 p.m.

**Holiday Craft Fair** will be held on 12/02 from 10 a.m.-2 p.m. will approximately 25 vendors so far.

**Highway-** Deputy Sup't. Travis Keys reported that leaf pick-up would be done 11/06-11/09/17. Leaves should be raked and in piles on the side of the road. 5-1/2 trees have been taken down in the former Village and the remaining ½ tree will be finished when the tree person comes back. The one-ton is at Bain's Garage & needs a master cylinder clutch. Travis talked to Dick Look from Northern Insuring & found out that the generators were covered with the buildings under the Town's insurance policy. Flushing of hydrants was done this week--10/09-10/12/17--and was done a day earlier than anticipated.

September 5<sup>th</sup>-14<sup>th</sup>-Worked in pit making sand; washed equipment; mowed roadsides. Rod & Travis attended 'Local Road Done Right' class put on by Cornell; Cory, Dan, Les, Eric & Scott attended snow & ice removal safety put on by our insurance company. Mowed more roadsides; worked on '02; cleaned & organized shop;

began preparing for new barn fuel tank; worked on '02 new box; mowed more roadsides; Scott & Eric worked in pit making winter sand; put gravel on Roberson Road & fixed low spots; ditched on Chambers Rd. by new house; cleaned up around barn w/dozer; made sand; spot graded roads; worked in office & worked on 2002 dump truck; made more sand; did more spot grading & finished work on one-ton; mowed more roadsides; worked on '02 dump box; cleaned up around shop.

September 18<sup>th</sup>-28<sup>th</sup> – Hauled sand to barn; made more sand in pit; mowed roadsides. Had DEC meeting re the pit; Went to Eagleville to look at tubes with Councilman Gilchrest; started making & cut black top in Eagleville; washed up '98 dump truck (has a check engine light on 'running bad-skipping'). Had someone with Community Service hours start; he washed the barn to get ready for painting. Started putting tubes in Eagleville; mowed roadsides in Shushan; made winter sand in pit; cleaned up tubes in Eagleville; finished making up winter sand; mowed roadsides; did ditching; worked on trucks; did parts run; cut tubes in Eagleville. Travis & Scott attended a free class on PBS put on by DEC in Saratoga; mowed roadsides & up around water office, tank & wells; did some ditching; worked in shop; picked up tubes from Lane.

10/02-10/04-Hauled up some of winter sand from pit; cut & chipped dead trees on Gillis Hill Rd.; mowed former Village & cleaned up around park; mowed roadsides; spot graded roads; finished winter sand (all brought up & in a pile). Took trees down in former Village; mowed in former Village (park, carnival grounds, Route 22 park & water barn). Report will be filed.

**Georgi Museum**-Wendy Bordwell reported that the Grand Opening on Friday, 10/06/2017, & Saturday, 10/07/2017, from 11 a.m.-1 p.m. went very well, with Chris Daly setting up the artwork and Bill Cotrefeld doing the gems/minerals collection. She thanked Councilman Gilchrest & the rest of the Georgi Committee for their hard work for both Friday & Saturday as she was ill and unable to attend either day. The Museum will be open on Saturdays & Sundays during October from 11 a.m.-1 p.m., closing on November 10, 2017.

**Planning Board**-Chairman Maurice Patrick reported that there would be a public hearing on the Tomlinson sub-division on October 12<sup>th</sup> & that the November & December meeting dates would be moved up due to the Thanksgiving & Christmas holidays, dates to be determined at the 10/12 meeting.

**DCO Report**-No report.

**Historian**-Al Cormier reported that a CO2 detector had been installed.

**Grant paperwork**-Al has set-up a data port through Albany Records Management so that he & Clerk Gilchrist can access the necessary paperwork for filing on-line when the time comes.

Al spoke at the Hartford Historical Fair in Hartford put on by Washington County. He & some of the Civil War Committee members hope to travel to Georgia in spring of 2018 for the dedication of the monument to the 123<sup>rd</sup> Regiment.

**Stone Cleaning** at the Revolutionary War cemetery has come along nicely; there are approximately 1,000 stones that need to be finished next Spring; Al has written a grant through the Alfred B. Solomon Trust; it costs about \$200/5-gallon pail of D-2 cleaning solution for cleaning the stones. Donations have been coming in for this project. He received a call from a student at SAW from Uganda, who did an exhibit re slavery.

**Water**-Travis Keys reported there are currently 310 meters in service, with no new hook-ups this month. Regular upkeep & maintenance was performed; eye wash & 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. Completed fall hydrant flushing a day early; still working w/Badger Meter on the new read software. Hope to have it up & running soon so work can be done on replacing meter heads for a better read percentage. Auto dialer quit again; looking into alternative systems. Will be working on getting fire hydrants ready for winter; need to clean the caps, put a food grade lube on them & pump the water out so they don't freeze. Final maintenance will be done before winter. Will be asking the Fire Dep't. to notify either Eric or Travis if a hydrant is used so they can make sure it gets re-winterized.

**Communications**

All State Power checked & serviced the generator at the Courthouse.

**UNFINISHED BUSINESS**

**Sewer Study Update**-Laberge has researched everything they need for the study; i.e. what kind to system would be best--gravity, no-pressure, etc. Reviewing all the information; hopefully the study can be done by the end of 2017. The Chamber of Commerce is donating \$2,500 for the sewer study; Sue Clary asked Supervisor Pitts who the check should be made payable to; he responded the Town of Salem. The check should be forthcoming.

**Crossing Guard Pay**-He is currently being paid \$12/hour but was told the position paid \$15/hr. as budget states. **Resolution #81-Motion made by** Councilman Harold Gilchrest, seconded by Councilwoman Laura Dunham, to set the Crossing Guard pay @\$15/hour per budget; passed unanimously 5-0.

**NEW BUSINESS**

**Sidewalk District**-Councilman Gilchrest reported that he had spoken to Town Attorney Alan Wrigley about setting up a sidewalk district and that the cost was projected to be \$10,000-\$12,000. Attorney Wrigley responded to Councilman Gilchrest that it should not cost anywhere near that amount to set up the district. He was just reporting what he had found out to the Board.

**PUBLIC COMMENT**

**West Broadway/Route 30 Bridge**-Supervisor Pitts reported that the work should be done by the end of October.

**Scott Perkins**-felt that it would be wise to put off decisions regarding highway purchases until after the Nov. election. The board responded that Supervisor Pitts is the Budget Officer and the newly elected superintendent would not be setting the costs in the 2018 budget.

**Resolutions to be acted upon by the Board:**

**Resolution #82-Motion made by** Councilman Harold Gilchrest, seconded by Councilman Bruce Ferguson, for a budget increase as follows:

A510 Estimated Revenues	\$ 572.60	
A2705 Cemetery		
A960 Appropriations		\$ 572.60
A8810.4 Cemetery		

Passed unanimously 5-0

**Resolution #83-Motion made by** Councilwoman Laura Dunham, seconded by Councilman Harold Gilchrest for budget increase to reflect monies received from rentals to add funds to contractual to cover shortage of funds as follows:

GM510 Estimated Revenues	\$ 2,837.97	
A2410 Rentals		
GM960 Appropriations		\$ 2,837.97

Passed unanimously 5-0

**Resolution #84-Motion made by** Councilman Bruce Ferguson, seconded by Councilman Marcus Blanck, for a budget increase to reflect monies received from CHIPS as follows:

DA510 Estimated Revenues	\$150,199.77	
DA3501 CHIPS		
DA960 Appropriations		\$150,199.77
DA5112.2 Improvements		

Passed unanimously 5-0

**Resolution #85-Motion made by** Councilman Marcus Blanck, seconded by Councilman Harold Gilchrest, for a budget increase to reflect monies received from Greenway as follows:

A510 Estimated Revenues	\$ 3,750.00
-------------------------	-------------

A2650 Scrap Materials	
A960 Appropriations	\$ 3,750.00
A2689 Economic Development	

Passed unanimously 5-0

**Resolution #86-Motion made by** Councilman Bruce Ferguson, seconded by Councilman Marcus Blanck for a budget increase to reflect monies received from LGE as follows:

A510 Estimated Revenues	\$ 5,000.00
A2650 Scrap Materials	
A960 Appropriations	\$ 5,000.00
A2689 Economic Development	

Passed unanimously 5-0

**2018 Budget Workshop**-Supervisor Pitts reported that he had heard from the NYS Comptroller's Office; the tax cap can be as much as 3.7% for 2018, which he certainly didn't want to increase to. Budget #2 that he handed out to everyone is currently at 3.5%. Going line by line the following changes were made:

**Line 42-Buildings (Contractual Expenses)-Proudfit**-Currently at \$30,000; reduce to \$19,000. (Based on what had been spent so far, with Supervisor adding extra to that figure to make \$19,000 expenses for a year.)

**Line 44-Buildings (Contractual Expenses)-Courthouse**-Currently \$3,500; reduce back to \$3,000

**Line 53-Contingent (Special Items)**-Currently \$4,000; reduce to \$3,000

**Line 85-Garage (Contractual Expenses)**-Was @ \$27,000; reduce to \$24,000

**Line 98-Economic Development (Contractual Expenses)**-Currently \$5,000; reduce to \$3,000

**Line 101-Economic Development (Contractual Expenses-Sewer)**Leave as is @ \$3,000

**Line 110-Youth Programs (Youth)**-Currently \$6,000; reduce to \$4,500

**Line 118-Contractual Expenses (Library)**-Current \$26,500 (including former Village share of \$13,500); increase to \$29,000-Library President & Board had asked for \$32,000. The increase will go towards retirement expense.

**Line 135-Records Management (Contractual Expenses)**-Currently \$1,500; reduce to \$1,000

**Line 195-Franchise Cable (Local Sources)**-Currently \$8,700 as former Village received franchise cable fees; Spectrum took over from Time Warner; everything was put on hold by them & nothing more was ever done; remove \$8,700; put in )

**Line 369-Contractual Expenses (Machinery)**-Currently @ \$125,000; Councilwoman Dunham raised the question as to why this figure was raised from \$105,000 in 2017 to \$125,000 for 2018. Two dump boxes were purchased as well as the constant cost to maintain older equipment. After much discussion, the amount was reduced back to \$105,000

**Line 376-Personal Services-O.T. (Snow Removal)**-Currently \$20,000; leave at \$20,000

**Line 517-Equipment (Water Equipment)**-Currently \$52,000 (This would be for a new one-ton pick-up w/plow & sander as there is currently no vehicle in the water department.) \$24,794 would get a ½ ton pick-up w/no plow or sander. Much discussion but left @ \$52,000

Supervisor Pitts ran the numbers quickly on a calculator, using the new numbers and **estimates** that the increase would be down to somewhere between 2.3-2.5%. He or Clerk to Supervisor Kathleen Chambers will run the new numbers to see where we are percentage wise.

Councilwoman Laura Dunham felt that more cuts should be made & asked if the Fire Departments (Salem & Shushan) could be cut to 1% or less. The Departments have so many mandates they have to meet, one being annual hose testing. If the hose fails the testing, for example, a 100' of 5" hose costs about \$3,500. The amounts for fire protection for Salem and Shushan Fire Departments were left as is after much discussion.

**Next Budget Meeting**-Supervisor Pitts would like to schedule the next budget meeting for Tuesday, October 17<sup>th</sup> @ 6:00 p.m. in the Town Office in the hopes of adopting the Tentative Budget, which would then become the Preliminary Budget and the Public Hearing could be scheduled. All were o.k. with the date & time.

**Motion made by** Supervisor Seth Pitts, seconded by Councilman Marcus Blanck, to enter into Executive Session to discuss matters dealing with union contract negotiations & a pending lawsuit; passed unanimously 5-0; entered Executive Session at 8:25 p.m. Matters discussed regarding union contract negotiations; Supervisor Pitts will respond to the union on issues as the Board instructed. It was also reported that the lawsuit against the Town has been settled for \$30,000.

**Motion made by** Councilman Bruce Ferguson, seconded by Councilwoman Laura Dunham to come out of Executive Session at 8:40 p.m.; passed unanimously 5-0.

**Culverts on Eagleville Road**-Councilman Gilcrest reported that the town highway crew was doing an excellent job of replacing culverts on Eagleville Road. The issue of Barbara Villet's driveway washing out when the culvert across the road is put in was discussed and the Town will address this issue at that time.

**Motion made by** Councilman Bruce Ferguson, seconded by Councilman Harold Gilcrest, to adjourn the regular monthly meeting & the 2018 Budget Workshop meeting of the Salem Town Board; passed unanimously 5-0. Meeting adjourned at 8:43 p.m.

**Next Meeting-Tentative Budget Workshop Meeting** on Tuesday, 10/17/2017, at 6:00 p.m. in the Salem Town Office. **Please Note:** A final Budget Workshop meeting will need to be held to adopt the Tentative Budget, moving to the Preliminary Budget, & scheduling a Public Hearing on the Preliminary Budget. That date will be decided at the 10/17/2017 budget meeting.

**Regular Monthly Board Meeting**-The next regular monthly meeting of the Salem Town Board will be held on November 08, 2017, at the Salem Town Office, review of Warrants #11 & Abstract #11 to begin at 6:30 p.m., business meeting called to order at 7:00 p.m.

Respectfully submitted:

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





