

**NORTH SALEM TOWN BOARD AGENDA
PUBLIC HEARING/REGULAR MEETING/WORKSESSION
TOWN MEETING HALL
66 JUNE ROAD
June 27, 2023
7:30 pm**

**MEETINGS ARE IN-PERSON or
ZOOM DIAL IN NUMBER**

1. 929-205-6099
2. ID 914-261-2636
3. <https://zoom.us/j/9142612636>

PRESENTATION

1. Andrew J. Arias, CPA, Cooper Arias, LLP to Present the 2022 Audit Findings

PUBLIC HEARING

1. To Continue the Public Hearing to Consider a Local Law to amend the Code of the Town of North Salem by amending Chapter 220 entitled Vehicles and Traffic to add a Stop Sign at the Northeast corner of Whip Mill Lane, Minor Lane, and Cider Mill Lane

APPROVAL OF MINUTES

1. June 13, 2023 – Regular Meeting/Worksession

RESOLUTIONS

1. To Accept the 2022 Audit Findings
2. To Adopt the Amended *Policy Governing Public Special Events on Certain Town Property*
3. To Adopt the Amended *Request and Permit for Use of Facilities for Special Events Application*
4. To Adopt the Amended *Policy Governing the Use of the North Salem Community Center*
5. To Authorize Supervisor to Sign Tolling Agreement Extension - Homeland Towers & Verizon Wireless
6. To Authorize Supervisor to Sign Agreement – A & J Reliable, Inc.
7. To Authorize Payment – Crystal Blue Cleaning Service, Inc.
8. To Acknowledge Resignation – Conservation Advisory Council
9. To Authorize Longevity Bonus – Director of Finance
10. To Appoint Seasonal Personnel - 2023 Day Camp Staff
11. To Authorize Supervisor to Seek Bids – Delancey Hall Exterior Painting
12. To Authorize Waiver - Schoolhouse Theater Foundation, Inc. Community Center Usage Application
13. To Authorize Refund – Schoolhouse Theater Foundation, Inc.

WORKSESSION

1. Discussion - Proposed Credit card Policy
2. Discussion - Amended *Policy Governing Public Special Events on Certain Town Property*
3. Discussion - North Salem Community Center Usage Application - Schoolhouse Theater Foundation, Inc.
4. Discussion – Headstone Repairs at Peach Pond and June Cemeteries
5. Discussion – Electric Vehicle Charging Station at Town Hall

Posted: June 23, 2023
Amended: June 27, 2023

1. TO ACCEPT THE 2022 AUDIT FINDINGS

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby accepts the 2022 audit findings as reported by Cooper Arias, LLP.

2. TO ADOPT THE AMENDED POLICY GOVERNING PUBLIC SPECIAL EVENTS ON CERTAIN TOWN PROPERTY

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby adopts the amended policy (previously adopted by the Town Board on June 28, 2022) governing the use of Town-owned property at the Croton Falls Greenspace, the Croton Falls Commuter Parking Lot, Joe Bohrdrum Park or Volunteer’s Park, for special events open to the general public as attached.

*** see attached ***

3. TO ADOPT THE AMENDED REQUEST AND PERMIT FOR USE OF FACILITIES FOR SPECIAL EVENTS APPLICATION

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby adopts the amended Request and Permit for Use of Facilities for Special Events application (previously adopted September 13, 2022) for applicants requesting the use of Town-owned property at the Croton Falls Greenspace, Croton Fall Commuter Parking Lot, Joe Bohrdrum Park or Volunteers Park, for special events open to the general public where attendance of 100 or more persons and/or a duration of four hours or more is anticipated.

*** see attached ***

4. TO ADOPT THE AMENDED POLICY GOVERNING THE USE OF THE NORTH SALEM COMMUNITY CENTER

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby amends the policy (previously adopted January 24, 2023) governing the use of the North Salem Community Center at 3 Owens Road, Croton Falls, NY.

see attached

5. TO AUTHORIZE SUPERVISOR TO SIGN TOLLING AGREEMENT EXTENSION – HOMELAND TOWERS & VERIZON WIRELESS

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby authorizes the Supervisor to sign the tolling agreement extension to October 2, 2023 with Homeland Towers and Verizon Wireless with regard to a proposed project located at 28 Deveau Road, North Salem, NY as recommended by the North Salem Planning Board on June 21, 2023.

6. TO AUTHORIZE SUPERVISOR TO SIGN AGREEMENT – A & J RELIABLE, INC

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby authorizes the Supervisor to sign an agreement with A & J Reliable, Inc. for gutters, leaders and gutter toppers at 270 and 274 Titicus Road and a gutter topper at 66 June Road per the attached quote dated June 12, 2023.

7. TO AUTHORIZE PAYMENT – CRYSTAL BLUE CLEANING SERVICE, INC.

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby authorizes a payment in the amount of twenty-seven thousand five hundred eighty dollars (\$27,580.00) to Crystal Blue Cleaning Service, Inc. for mold remediation services at North Salem Town Hall - 266 Titicus Road, Lobdell House - 270 Titicus Road, North Salem Police Department and North Salem Town Court - 66 June Road, North Salem, NY 10560 per the attached document.

8. TO ACKNOWLEDGE RESIGNATION – CONSERVATION ADVISORY COUNCIL

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby acknowledges the resignation of Melissa Sultana, effective as of June 20, 2023, from the Conservation Advisory Council for the term ending 10/31/2024.

9. TO AUTHORIZE LONGEVITY BONUS – DIRECTOR OF FINANCE

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby authorizes an annual longevity bonus of eight hundred thirty-two dollars (\$832.00) to Director of Finance Russell Gray commencing on July 1, 2023 for completing ten (10) consecutive years of full-time service to the Town.

10. TO APPOINT SEASONAL PERSONNEL – 2023 DAY CAMP STAFF

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby appoints the following seasonal employees as the 2023 Summer Camp Staff for the period of June 24, 2023 through August 6, 2023.

First Name	Last Name	Job Title	Hourly Rate
Alexander	Coutsouradis	Counselor	\$11.10
Justin	Major	Lifeguard	\$16.00
Tralee	Cotter	Games Specialist	\$15.00

11. TO AUTHORIZE SUPERVISOR TO SEEK BIDS - DELANCEY HALL EXTERIOR PAINTING

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby authorizes the Supervisor to seek bids for the exterior painting of Delancey Hall, 266 Titicus Road, North Salem per the attached bid document.

12. TO AUTHORIZE WAIVER - SCHOOLHOUSE THEATER FOUNDATION, INC. APPLICATION

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby authorizes the waiver of the following items on the North Salem Community Center Usage Application submitted by The Schoolhouse Theater Foundation, Inc. for the Summer 2023 production:

- Requirement for a technical consultant
- Requirement to have an opening/closing supervisor
- Fees for operating outside of usual business hours
- Individual making the reservation must be present throughout the entire event

13. TO AUTHORIZE REFUND – SCHOOLHOUSE THEATER FOUNDATION, INC.

Motion made by
Seconded by

RESOLVED, that the Town Board of the Town of North Salem hereby authorizes a refund in the amount of three thousand two hundred eighty-seven dollars and fifty cents (\$3,287.50) to the Schoolhouse Theater Foundation, Inc. for fees paid as part of the application for the April 2023 production.