

**MINUTES OF THE REGULAR MONTHLY MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON JANUARY 12, 2021**

Present: Tistrya Houghtling, Supervisor
Norman Rasmussen, Councilmember (online)
Jesse Newton, Councilmember
Deborah Gordon, Councilmember (online @ 7:26 pm)
John Trainor, Councilmember

Recording Secretary: Marsha "Marcie" Robertson, Town Clerk

Others Present: Ted Salem, ZBA Member, ZRC Chair & Comp Plan
Ed Godfroy, LVPA
Jeffrey Winestock, Highway Superintendent
Bill Banker, Banker Enterprises & P. B. Member
Steve Powers, CAC Member & CSC Chair (online)
Bruce Shenker, NL Rep to CC Enviro Mgmt (online)
Monte Wasch, BEDC Chair (online)
David Farren, CAC Chair (online)
Marc Anthonisen, CSC Advisor (online)

CALL TO ORDER:

The meeting was called to order at 7:22 pm by Supervisor Houghtling. A moment of silence was held in honor of the lives lost in Washington, DC followed by the flag salute. The meeting was held in person at the New Lebanon Town Hall, 14755 State Route 22 North, New Lebanon, NY 12125, online via google meets and live streamed for the public at:

https://townhallstreams.com/towns/new_lebanon_ny

MINUTES:

The minutes of the **December 8, 2020 Regular Meeting and December 29, 2020 Year End Meeting** meetings were reviewed. A motion was made by Councilmember Newton, seconded by Supervisor Houghtling and approved unanimously except Councilmember Gordon who was absent at this time.

FINANCIAL:

Supervisor's Report:

Since this was an in person and live streamed meeting the Supervisor's Report as of December 31, 2020 was available to the public via the Town Clerk's email and the Town website and the Town Board was emailed the Supervisor's Report by Supervisor Houghtling. A motion was made by Councilmember Trainor to accept the Supervisor's report as typed. The motion was seconded by Councilmember Newton.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

PRIVILEGE OF THE FLOOR:

Supervisor Houghtling stated that she received two emails before the meeting and will read them into the record:

Supervisor Houghtling read the following:

Supervisor Houghtling and Town Board members:

In 2019, the highway department replaced a smashed section of guard rail on the bridge over the brook crossing on Main Street just below the intersection with Old Mountain Road. While doing a great job in constructing the new guard rail, the crew for some reason left the steel beams from the old guard rail on the site, with a couple of the beams actually in the brook. After some time passed and the beams had not been removed, some residents brought it to the attention of Superintendent Winestock. More time passed with no action, so one of the residents reported the matter to NYS DEC since rusting steel is considered a contaminant to the stream. NYS DEC contacted Mr. Winestock. He had his men visit the site and pull the beams out of the water, but they left them on the bank alongside the road. They could have very easily loaded them in the truck at that point and taken them to the town garage, but did not. More time passed and the beams were left lying there.

I spoke to Mr. Winestock in early 2020 asking him to remove them. He admitted to me that he left them there because he is angry that someone reported him to NYSDEC when he left the steel pieces actually in the water. He did not make a commitment to remove the beams.

In June 2020 I filed a formal complaint with the Town Clerk, but asked that the Highway Department be given more time to remove the beams, because of the extra demands of the pandemic on all departments. Six months later, it is apparent that Mr. Winestock has no

intention of removing them. The residents of Lebanon Springs are unhappy that he is using our neighborhood as a dump for his scrap metal. Town property has been abandoned in a totally unacceptable manner. We cannot solve the problem ourselves without running afoul of the law. We want Superintendent Winestock to do the right thing and remove the beams.

If he takes no action, I recommend that the Town Board vote to scrap the beams in place, with the provision that the residents can dispose of them as we see fit. One possibility would be to give them to John and TerriAnne Koepp for their bridge on Koepp Lane, which needs better guardrails.

*Respectfully,
Doug Banker*

Supervisor Houghtling read the following:

Dear Highway Superintendent,

We would like to thank you for replacing the damaged guard rails in Lebanon Springs.

Three years ago, the one at the bottom of Old Mountain Road on Main Street was replaced and the old one was thrown into the stream below.

The DEC asked you to remove it because it was a violation of our Clean Streams Act.

It was removed from the stream but left on the side of Main Street where it remains today.

We have discovered another discarded guard rail on the west side of Old Mountain Road just below #39.

In light of the above, we request a report from the Highway Dept. on the location of other guard rails that have been abandoned into the gullies along our roads in the Town of New Lebanon in the last 20 years.

I would like to place a motion to the board: That all guard rails abandoned by the Highway Dept. along our roads be removed within the next 4 months.

Sincerely,

John Michael Deegan

Supervisor Houghtling asked Highway Superintendent Winestock if he is able to remove the guardrail that is on Main Street as referred to in the letters submitted to the Town Board?

Highway Superintendent Winestock responded that he absolutely will take care of it. He also stated that he didn't push it down into the water, the vehicle that hit pushed it in.

CERTIFICATE OF APPRECIATION:

Supervisor Houghtling stated that they always seem to do Certificates of Appreciation when people leave service with the Town. She stated that she wanted to present a Certificate of Appreciation to someone who is currently and actively involved with the Town. Ted Salem has worked tirelessly for the Town for as long as Supervisor Houghtling has worked at the Town, a ZBA member for a decade, the Chair of the ZRC since the ZRC started, the Chair of the Comprehensive Plan Revision committee, he was the Chair of the NL200 Committee and put in a ton of work and energy into that event and he is also one of the main people responsible for the beautiful farming brochure that the town put out. Ted also volunteers at the food distribution and in any capacity that he is needed in. Supervisor Houghtling said that our Town really couldn't run the way it runs without all of the hard work and dedication of all of the volunteers who put in countless hours.

Supervisor Houghtling stated that she wanted to recognize Ted Salem in hopes that he will be with the town for another ten or twenty years. She didn't want until the end when Ted was on his way out, she wanted to recognize Ted now in the moment, all of the balls he is juggling, all of the hard work he is putting in, the town really appreciates it, it is a pleasure working with him and thanked him for his dedication to the Town of New Lebanon and Supervisor Houghtling presented Ted Salem with a Certificate of Appreciation on behalf of the Town Board and the Town.

BUDGET AMENDMENT #1 OF 2021:

Supervisor Houghtling stated that for the town insurance they didn't have a quote, they went with their best guess. The bill did come in and it was \$1,320.00 higher.

Supervisor stated that one of the highway guys needed a new phone and the money is in the account that it is supposed to be in, it just needs to be moved into a .2 instead of the .4 account because it is equipment.

General Fund:

\$ 233.00	from A-5010.4 (Super of Hwys – Cont. Exp.)
\$ 1,320.00	from A-1990.4 (Contingency)
\$ 1,320.00	to A-1910.4 (Unallocated Insurance – Cont. Exp.)
\$ 233.00	to A-5010.2 (Super of Hwys - Equipment)

A motion was made by Supervisor Houghtling and seconded by Councilmember Trainor to approve the above noted budget amendment.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

AUDIT OF BILLS:

2020 BILLS:

General Nos. 447 through 460, in the amount of \$12,744.07;
Highway Nos. 138 through 141 in the amount of \$2,564.39; and
Escrow Nos. 29 in the amount of \$2,760.00;
As listed on Abstract No. 12B dated January 12, 2021.

2021 BILLS:

General Nos. 1 through 23, in the amount of \$36,448.41; and
Highway Nos. 1 through 2 in the amount of \$4,077.77;
As listed on Abstract No. 1 dated January 12, 2021.

A motion was made by Councilmember Newton and seconded by Councilmember Trainor to pay the above noted claims from their respective accounts.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

OLD BUSINESS:

Pavilion Bathroom Contract – Extended to January - Status:

Supervisor Houghtling thanked Bill Banker for attending the meeting. She stated that at a previous meeting Paul McCreary was there and she asked his advice. She stated that Bill was doing everything that he could, the situation is such that he can't get materials or workers. Paul suggested that they have a conversation as to what the barriers are and how they might be able to bridge them. For example, if it is that materials are now twice as expensive, they might need to revisit the contract. She stated that obviously right now the bathrooms aren't being used but come spring they really want to have the bathrooms done.

Bill Banker responded that there is really no help out there and he is trying to still run his business. The other thing is now the weather is a problem, it is too cold to do what he

needs to get done. The FRP paneling needs to be at 70 degrees.

Councilmember Newton asked Bill Banker what the availability is of all of the other materials needed to finish the bathrooms?

Bill answered that they are all available, there is just extra order time on it. But he can't install anything until the FRP paneling is installed.

Councilmember Newton stated that if Bill wanted to go ahead and get what is needed ordered, they could use the mower shed to store the supplies, that way they are here when the weather is warmer and Bill can resume work.

Bill stated that it won't be until March sometime when the weather warms up enough. He needs to be able to maintain a steady temperature to install the FRP panels.

Supervisor Houghtling stated that if Bill could order the materials he will need, store them here as Councilmember Newton suggested and get the wiring and sheetrock up and say the weather warms up by April 1st, how long from that point will it take him to finish?

Bill Banker responded that it will take three to four weeks providing the weather is conducive to work with.

Supervisor Houghtling asked Bill Banker if he could commit to doing everything up to the FRP without an employee between now and March on his own.

Bill Banker responded yes.

Supervisor Houghtling asked the board how they felt about Bill committing to getting everything done that he can get done with the weather the way it is, which can get done by himself, ordering everything that he needs and they will give him access to the shed for storage and then as soon as the weather is conducive to putting the FRP paneling up that he then has a three to four week window to complete the project.

Councilmember Rasmussen stated that it doesn't sound like they have any other options.

Supervisor Houghtling stated that her comfortability would be that they actually make a motion with those parameters and they would do an actual contract amendment.

A motion was made by Councilmember Newton, seconded by Councilmember Trainor and approved unanimously to amend the contract for the pavilion bathrooms to extend the contract to four weeks from April 1st, 2021 to be signed by Supervisor Houghtling and Bill Banker.

Supervisor Houghtling stated that she will draft up the revision and arrange for them

both to sign it.

Highway Asset Management Plan:

Supervisor Houghtling stated that she is just going to leave this on the agenda until they have something. She knows that Councilmembers Newton and Rasmussen are working on it with Highway Superintendent Winestock. At the last meeting they discussed liking the way that Copake's is laid out.

Councilmember Newton stated that he looked at Copake's and he wanted to point out that he and Highway Superintendent Winestock sat down one day and quickly discussed what a good time span is to replace some of the items. He stated that they discussed getting rid of some of the older vehicles before they have a bunch of failures and still have some value left. These numbers were just recommendations, they can revisit them. He stated that Copake has quite a bit more equipment than we do, they can spread the usage out more over more vehicles and equipment.

Councilmember Newton stated that he figured the easiest way to do comparisons is to break it down to cost per mile, these are very rough numbers, taking the total highway budget divided by road mileage. He stated that he is not pointing fault towards any other towns, it is all relatively close. It is about \$15,000.00 per mile to maintain the roads throughout a calendar year. This figure varies from town to town based on the type of roads within the town. He stated that Kinderhook works out to approximately \$27,975.00 per mile, Copake works out to \$21,078.00 per mile and Ancram at \$15,431.00 per mile and the Town of New Lebanon works out to \$13,206.00 per mile at this current budget.

Councilmember Newton stated that a lot of these towns set aside money for contingency funds for new equipment. He also stated that traditionally he sees highway superintendents that are paid less than Jeff usually have either a secretary or a clerk to do that type of work, everything from \$1,000.00 a year for secretarial service, \$9,000.00 and one town that pays \$19,000.00 for a highway clerk. He stated that most of these towns have more employees as well because a lot of these Superintendents aren't necessarily working Superintendents. For example, Copake has a Superintendent, Deputy Superintendent and six employees for fifty-seven miles of road.

Maintenance Record Request:

Supervisor Houghtling stated that at the last meeting she asked Highway Superintendent Winestock if he could get that information for the board. She asked if he has had time to do that?

Highway Superintendent Winestock responded that he has not had time but that he will.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon to

require the Town Highway Superintendent to submit a written report to the Town Board on a monthly basis setting forth a summary description of the maintenance and repair tasks performed on and approximate total fuel consumed by each piece of highway equipment during the prior month and the total mileage and total operating hours as of the end of such prior month for each such piece of highway equipment that tracks such information and further to direct and authorize the Town Supervisor to transmit a written notice to the Highway Superintendent advising of this requirement.

Councilmember Newton stated that he understands that they are asking for monthly maintenance records, fuel consumption, mileage, he understands that. He stated that it seems that once they start this and they pass it as a motion, at some point somebody is still stuck doing this even though there is no concern for it. He wonders does it have to be monthly or can they just go by what Jeff has on hand. The guys drive their own vehicles, they track their own vehicles. Without having some kind of template in place or the guys to be able to grab a clipboard for whatever truck it is and write that information down.

Supervisor Houghtling stated to clarify that Jeff doesn't have to put it in any special format, he is already keeping maintenance records, it is just bringing them over once a month for the Town Clerk to photocopy.

Highway Superintendent Winestock stated that he doesn't have a problem with that. He stated that they always had a clipboard by the fuel tank that they always recorded information on but there is no cover over the fuel pump. He stated that he has come to the board several times requesting a cover over the fuel tank and he is requesting it again as well as a place to put up a clipboard.

Supervisor Houghtling offered a sincere apology because it had fallen off of her radar and it is not okay that it hasn't been covered yet. She offered to help find some skilled volunteers to help get this taken care of and will get them in touch with Councilmember Newton.

Highway Law 142 – Threshold Amount:

Supervisor Houghtling stated that at the last meeting they discussed what the threshold should be. She stated that instead of Highway Superintendent Winestock coming to the board every time he wanted to buy something, could he provide a list of everything that he knows that he needs annually that way the only things they will have to approve will be the things that are unforeseen. She also suggested that Highway Superintendent Winestock fill out the budget line breakdown with the expenses he anticipates for the year.

Highway Superintendent Winestock stated that he thinks Supervisor Houghtling is complicating the whole law. He stated that at the year-end meeting he suggested \$10,000.00 and it seemed like the board was okay with \$10,000.00 and then it got mixed up with whether it is an emergency purchase or not. He stated that since we are following Copake and we have now talked to those other towns and they have a \$5,000.00 cap.

Supervisor Houghtling stated that seemed to be what most of the towns had that they were

able to talk to.

Superintendent Highway Winestock stated that he thought it would be a whole lot easier if he has a cap of \$5,000.00 that he can spend up to.

Supervisor Houghtling stated that personally the reason she wanted to see more documentation was that Highway Superintendent Winestock's original request was double what the other towns have but she is completely comfortable with setting it at \$5,000.00. She stated that if there is something that falls above that threshold Highway Superintendent Winestock doesn't even have to come to the meeting. He can go through Councilmember Newton, call the Supervisor, if they have to hold a special meeting for something, he needs right away they can do that. If not at the regular meeting they can approve it.

Highway Superintendent Winestock stated that he doesn't have a problem with that but it seems like the board was jumping on the maintenance a lot but he has never come to the board and asked for something like a \$15,000.00 motor or a \$10,000.00 transmission. He stated that he may have had a \$7,500.00 maintenance bill for something last year. He stated that generally if he needed to put a motor in a vehicle, he would come talk to the board.

Supervisor Houghtling referred to the board to see how they all felt about setting the threshold at \$5,000.00.

Councilmember Rasmussen stated that the \$5,000.00 is just fine.

Councilmember Trainor stated he is fine with that.

Councilmember Gordon stated she was alright with that.

Councilmember Newton stated he was fine with that with a little clarification. He stated that they are talking \$5,000.00 for any one bill whatever it happens to be for repair of a truck or a set of tires, that's a cap per bill.

Supervisor Houghtling stated yes, it's not cumulative.

Highway Superintendent Winestock wanted to know what will happen if he takes a truck for repair and it happens to be over the \$5,000.00 threshold?

Supervisor Houghtling suggested letting the repair vendor know that this threshold exists and asking them to let him know if the costs of repair will exceed the \$5,000.00 threshold limit to let him know and notify the board as soon as aware of it.

A motion was made by Supervisor Houghtling, seconded by Councilmember Newton and approved unanimously to set a threshold of \$5,000.00 for any single purchase of anything that falls under the purview of Highway Law 142 to not need Town Board approval up to that \$5,000.00 amount.

Supervisor Houghtling stated that she just wanted to thank Highway Superintendent Winestock for this conversation and the way that they are communicating, she thinks that they get a lot done and appreciates him working with them.

Highway Superintendent Winestock asked if this threshold had any impact on him hiring contactors to work on the roads.

Supervisor Houghtling stated that D&J for example doesn't fall under this threshold because it is not a tool, implement or equipment and they approve it when they approve highway bids. It also states the purchase of said item not the rental.

Councilmember Newton stated that the attorney had given clarification on one comptrollers opinion but there are still more. He stated that he had some serious questions about this.

Supervisor Houghtling stated that they have not yet received further clarification from the attorney.

Councilmember Newton stated that if Highway Superintendent Winestock is comfortable with the \$5,000.00 then he would say not to spend any more money on the attorney to follow through with this.

Councilmember Newton stated that he wanted to speak about another highway issue that he has been approached about recently regarding highway equipment maintenance. He stated that we did just sell three pieces of surplus equipment and the buyers of the Dodge were very pleased with the condition of the truck and the other buyer of the 1997 was very happy with the way it was maintained and was pleasantly surprised that everything worked with the dump body. He just wanted to point that out that the maintenance is right on cue.

DCO Requests – Sheltering Dogs & Rescue vs. Humane Society:

Supervisor Houghtling stated that a while back the DCO had a few requests that were agreed to by the Town Board, a lot of it got passed with Local Law #4 of 2020. There were a few things that the attorney recommended not be passed by local law but rather by agreement with the DCO. Supervisor Houghtling stated that upon further review of the law the town attorney informed them that the town is not allowed to contract with the DCO for sheltering services, we are only allowed to run our own shelter, which would mean that we have full liability on her property. DCO, Maggie Banker is not interested and the attorney recommends against it. As for the DCO choosing between the humane shelter or a rescue, Ag and Markets law is very clear on what places you can turn a dog over to once a dog has been obtained property of the town, unfortunately a rescue is not on that list. If DCO, Banker decides to move forward she would need to get an opinion from the Ethics Board because the Ethics code has some potential conflict there. Supervisor Houghtling stated that when she talked to DCO Banker about this, she stated that she is not interested in going to the Ethics Board and will not be pursuing this effort.

Comprehensive Plan Grant Received – RFP for Proposals:

Supervisor Houghtling stated that the grant that was applied for a while ago, the grant money had been put on hold and they thought that they wouldn't be getting any grant money. She recently received an email informing her that we were approved.

Ted Salem stated that they are talking about the Hudson River Greenway Grant that David Farren originally wrote. Back in February of 2020 they were told that they were going to get the grant and were awaiting the award papers, then the grant money went on hold. He stated that they recently received notice that they got the grant and it is

retroactive back to March of 2020. Ted stated that this means that any expenses incurred last year and their volunteer hours will count as matched which will take some of the burden off of the town in the current year. He stated that it is a \$10,000.00 grant and for the most part they are budgeting roughly nine tenths of that \$10,000.00 for consultant services. He stated that in the interim after they were told they weren't going to get the grant money, the Comprehensive Plan Committee agreed and the Town Board approved that they would do as much work on their own. Ted provided an update on what the committee has accomplished on their own: they did a community survey; they conducted seven focus groups; they have compiled and massaged an estimated census data for 2018, so he considers the information gathering phase has been completed and he doesn't think they need to go back and revisit that. Ted stated that they were disappointed with the turnout at the focus groups, they didn't get as many survey responses that they would have liked but he thinks they have a pretty good cross section of opinion, a balanced input and they can now start to move forward on revisiting their goals and objectives from the 2005 plan. Ted stated that they have updated the status of almost one-hundred action items and they have now drafted an updated profile on how New Lebanon stands in 2020 as opposed to 2005. He stated that they are currently working on updating their goals and objectives and they are going to start to meet twice a month to try to get this done a little quicker. Ted stated the RFP to procure a consultant which they are asking the Town Board's approval for is mostly for consulting services and those services would be to help them in the final stages of drafting and doing some editing and making sure that it holds together, facilitating public forums because they do plan to conduct them in some manor or form and once it is drafted to hold public forums on the draft as they did back in 2004 and 2005. Then they will refine their goals and objectives based on that input and also formulate an action plan. Ted stated that implementation is critical and so kick starting the implementation by working with the current committees such as the BEDC and the CSC and getting the consultant to help them, assuming that the chairs agree, to take some of the action plans and come up with really refined short term goals.

Ted stated that that is basically what the RFP calls for. He stated that they have at least consultant that they have worked with before and Ted has been in contact with the Regional Planning Association and they are willing to put it on their website and they have given him a couple of names. Ted stated that he has a few contacts and he will send the RFP to them.

Supervisor Houghtling stated that she likes the idea of him sending it to some places but we should also put it in the paper.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to go out to bid on the Comprehensive Plan work as lined out in the RFP with bids due by Friday, February 5th, 2021 at 4:00 pm to the Town Clerk's office and to be decided on by February 9th, 2021 at the Regular Town Board Meeting and directing Ted Salem to reach out to companies and people directly that he has been referred to that do this type of work.

2020 Budget – LVPA Funds Leftover:

Supervisor Houghtling stated that Ed Godfroy, LVPA asked about the LVPA leftover funds. Supervisor Houghtling stated that how the contract worked in past years was that capital equipment amount wasn't set at an exact amount, it was said that whatever the LVPA has leftover that they apply to equipment and building capital that we are going to match them up to \$30,000.00. She stated that the problem with that is we collected taxes specifically for fire services at an amount and we didn't use that full amount, that money cannot be used for anything but fire services but they cannot give it to the LVPA because the contract did not say that they were going to give them \$30,000.00, it said that they were going to match.

Supervisor Houghtling stated that there is \$10,000.00 left from the 2020 budget that was raised by taxes specifically for fire services that was not spent. She stated that she talked to OSC, the accountant and the attorney and what we have to do is leave it in the town's coffer for fire protection services. The accountant's recommendation is do the contract the way we did it this year, we give the LVPA "X" amount and when we get to 2022 budget, we should consider whatever the contracted amount that we agreed to with the LVPA is, we actually put \$10,000.00 less than that in the budget, then use the \$10,000 leftover from 2020 to cover the full contract amount.

Road Requests from DOT - Update:

Supervisor Houghtling stated that Kevin Smith Sr. as Traffic Safety Council Rep. had gone with some of the things the Town Board had discussed; larger signage for County Route 5 from Route 20; the yield sign at the old Hess Station potentially turning to a stop sign; and the intersection at Old Post Road and Route 22 for a speed limit reduction, they did a speed limit study and said no; suggested a flashing light instead.

Supervisor Houghtling read the response from NYS DOT:

The studies at these intersections have been completed. The studies included a review of the intersections and a review of the most currently available three-year crash history (02/01/2017 - 01/31/2020).

A review of the intersection of Route 20 and Route 22 showed an appropriate Yield Ahead sign in advance of the intersection and double posted Yield signs for southbound Route 22 onto

westbound Route 20. A review of the three-year crash history did not reveal a pattern of crashes involving southbound Route 22 vehicles failing to yield the right of way to westbound Route 20 vehicles. Since a pattern of crashes was not found that would be mitigated by changing the existing Yield control to a Stop control, NYSDOT cannot accommodate the request to change the Yield signs to Stop signs.

A review of the intersection of Route 22 at Old Post Road / Main Street showed the appropriate northbound and southbound Intersection Warning signs in advance of the intersection. A review of the three-year crash history did not reveal a pattern of crashes at the intersection of Route 22 and Old Post Road / Main Street. Since a pattern of crashes was not found that would be mitigated by installing a ground mounted flashing beacon (flashing yellow light) in advance of the intersection, NYSDOT cannot accommodate the request install a ground mounted flashing beacon.

50 Wolf Road, Albany, NY 12232 | www.dot.ny.gov

In response to the concerns about the vertical and horizontal curve on the approach to the Old Post Road / Main Street intersection, NYSDOT will install yellow retroreflective post strips to the existing northbound and southbound Intersection Warning signs to enhance the target value of these signs. This work is anticipated to be completed by the end of March 2021.

Supervisor Houghtling stated that not included in the letter from NYS DOT, but in an email to her they told her that they will be putting larger signs down at the Route 20 and County 5 intersection.

Purple Heart Community - Sign:

Supervisor Houghtling stated that the purple heart resolution that they adopted at the end of the year; she is following up about signage. They emailed her saying:

Designation as a Purple Heart Community may also include the placement of a landmark sign. Some municipalities have placed such sign orders with Max Performance Graphics and Signs, they have no affiliation with this vendor, the signs are 30 X 42 made with .08 aluminum high intensity vinyl with cost of the signage at approximately \$100.00, signs may be placed at the municipal office, entrance to your community or another prominent location. Communities may also consider reaching out to local businesses or organizations to sponsor the cost of the signage.

Supervisor Houghtling stated that she is interested in putting up at least one sign or more, what do the rest of the Town Board Members think?

The rest of the board agreed to one sign put up at the Town Hall location.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously except Councilmember Trainor who had stepped away for the vote to spend up to \$150.00 on a sign acknowledging that New Lebanon is a Purple Heart

Community to be installed at the Town Hall.

NEW BUSINESS:

Highway 284 Agreement:

Councilmember Newton stated that he received the Highway 284 agreement from Highway Superintendent Winestock.

Highway Superintendent Winestock said that it is basically the same as last years with the exception of it being two different roads.

Supervisor Houghtling stated that the agreement is for general repairs in the sum of \$306,526.00 shall be set aside to be extended for primary work and general repairs upon 48 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or renewals thereof. Then for permanent improvements, the following sums shall be set aside to be expended for the permanent improvement to Town highways on the road commencing at Salls Road and leading to McGrath Hill Road a distance of 6/10 miles, there shall be expended not over the sum of \$90,000.00, type is gravel, width of traveled surface is fourteen feet, thickness is one foot. Also, on the road commencing at Salls Road and leading to McGrath Hill Road a distance of 6/10 miles, there shall be expended not over the sum of \$90,000.00, type is gravel, width of traveled surface is sixteen feet, thickness is one foot.

Supervisor Houghtling stated that what this agreement is, is the Town Board authorizing for these permanent improvement projects so that Highway Superintendent Winestock has the authority to spend the money that is already in his budget but the board is agreeing to the projects that he is going to do.

Supervisor Houghtling, Highway Superintendent Winestock and the Town Board members present signed the Highway 284 Agreement. Councilmembers Rasmussen and Gordon will coordinate with Town Clerk Robertson to come in and sign the agreement in the next few days.

CAC Membership Increase Request:

Supervisor Houghtling stated that the CAC can have up to nine members and it can be changed via resolution, one was done in April of 2020 to increase it to the seven that it currently is.

Supervisor Houghtling stated that we don't yet know how many letters of interest we will be receiving, there is one vacancy on the CAC. David Farren, Chair of the CAC did reach out to ask if they do get multiple letters of interest from qualified people would the Town Board be open to increasing the number of members by resolution. She wanted to make sure that the Town Board was open to this, if so, she would prep the resolution and they would pass that resolution before accepting the letters of interest.

The Town Board agreed.

Home Rule Authority Resolution:

Supervisor Houghtling stated that she thinks everyone is familiar with the solar farm proposal that is going in down in Copake, we visited it a while back, she reached out to the ZBA members, Planning Board members and the Town Board members to see if they supported this because on a County level, they adopted a resolution acknowledging Home Rule. She stated that this doesn't have to do specifically with solar but it is saying that town governments know their community the best and that the state should not come in and override the towns zoning and other regulations that are in place. The town has spent a lot of time on the solar, it is not that they don't want solar, they do but they also want to make sure that the towns beautiful vistas are maintained and that a solar farm doesn't come in that is larger than our town can handle or that they aren't taking away important farmland.

Supervisor Houghtling stated that this resolution says that the town acknowledges the tradition of Home Rule and that they want to put on the record that they do not think that the state should override the towns zoning.

Supervisor Houghtling read the following resolution:

TOWN OF NEW LEBANON

RESOLUTION #12, 2021

IN SUPPORT OF UPHOLDING LOCAL TOWN ZONING DECISIONS ON MATTERS OF ENERGY AND LAND USE

JANUARY 12, 2021

At the regular monthly meeting of the New Lebanon Town Board, held via video and teleconference, duly called and held on the 12th day of January 2020, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling
Seconded by Councilmember Newton

IN SUPPORT OF UPHOLDING LOCAL TOWN ZONING DECISIONS ON MATTERS OF ENERGY AND LAND USE

WHEREAS, The New Lebanon Town Board identifies and fully supports the long tradition of "Home Rule," whereby the state of New York has granted and respected the abilities of local town governments to determine the best land uses within their town borders, holding the key belief that the individuals best qualified to determine the appropriate uses of land in the community are the people who live there; and

WHEREAS, recent decades have exhibited a worrying trend of state transmission and energy policies that significantly reduce meaningful local municipal zoning authority to identify the appropriate land uses and scale of energy development within town borders; and

WHEREAS, actions by the state and county government to reach carbon neutrality within state borders too often prioritize energy goals and development timelines over the respect for and adherence to local zoning master plans that serve as the foundation of New York's orderly zoning and planning processes; and

WHEREAS, Section 272-a of the New York State Town Law ("Town Comprehensive Plan") expressly states that "(b) Among the *most important powers and duties granted by the legislature to a town* government is the authority and responsibility to undertake town comprehensive planning and to regulate land use for the purpose of protecting the health, safety, and general welfare of its citizen" and "(f) the town comprehensive plan is a means to promote the health, safety, and general welfare of the people of the town and to give due consideration to the needs of the people of the region of which the town is a part"; and

WHEREAS, actions to develop energy sectors, specifically but not limited to solar, in New York state and efforts to preserve open space and agricultural lands need not be mutually exclusive goals provided that local zoning decisions are heard and respected; and

WHEREAS, the towns of Columbia County as an inherent right have the ability to "opt-out" of PILOT programs when deemed in the town's best interest.

NOW, THEREFORE BE IT

RESOLVED, that the New Lebanon Town Board asks that the Columbia County IDA should not grant PILOT designation for projects within town borders when the local government of those towns have chosen to opt out.

RESOLVED, that the New Lebanon Town Board urges that Columbia County IDA PILOT grants should not be afforded to solar and other energy projects that are proposed on lands identified as valuable and sensitive through a town's master plan.

RESOLVED, that the New Lebanon Town Board directs the Columbia County Board of Supervisors to recognize that purported economic benefits from encouraging the development of large scale solar and other energy projects also potentially exact economic costs as well-by removing valuable agriculture and open space important to local production and tourism, and by providing tax shelters on commercial and residential properties that could be alternatively developed by the private sector with greater employment and tax benefits for local governments and their residents.

RESOLVED, that the New Lebanon Town Board urges Governor Andrew Cuomo, the New York State Senate and the New York State Assembly to adopt legislation which would meet the challenges of climate change without violating Home Rule and local zoning powers and which would more fairly distribute the responsibilities of confronting climate change among all communities throughout the state instead of placing a disproportionate burden on small rural towns.

Upon the question of the foregoing Resolution, the following Town Board Members voted "Aye" or "Nay" for said Resolution:

Roll Call Vote:

Councilmember Norman Rasmussen	Aye
Councilmember Deborah Gordon	Aye
Supervisor Tistrya Houghtling	Aye
Councilmember Jesse Newton	Aye
Councilmember John Trainor	Aye

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Supervisor of the Town of New Lebanon.

Dated: January 12, 2021

Marcie Robertson

Town Clerk

Town of New Lebanon

Broadband Committee for 2021 – Appointment & Chair:

Supervisor Houghtling stated that we have an active Broadband Committee that has been a little inactive due to hitting a stale mate of where they can go forward with getting more broadband in New Lebanon. She stated that there is new funding becoming available and the County Broadband Committee is becoming active again. Supervisor Houghtling and Doug Banker, Chair of Broadband Committee talked and they want to revive the local committee. Doug reached out to current members to see who wants to remain active and has also had some new interest – he recommends the following committee members: Doug Banker, Gregg Carroll, Joe Exley, Norman Rasmussen, Monte Wasch, and Supervisor Houghtling (as liaison to the County committee). Supervisor Houghtling appointed Doug Banker, Gregg Carroll, Joe Exley, Norman Rasmussen and Monte Wasch to the Broadband Committee and Doug Banker to remain as chair of the committee.

Policy Review – Key Policy:

Supervisor Houghtling stated that we had a lighting company come to do an inventory, Highway Superintendent Winestock was not available to let them into the highway garage, this has nothing to do with that because Town Clerk Robertson or anyone else would not enter the highway garage unless it was on fire. Supervisor Houghtling stated that it made her realize that the Town Clerk is the keeper of all of the keys and the only town facility that she doesn't have keys to is the highway garage.

Highway Superintendent Winestock stated that when he gets a new lock, he will get a key for the Town Clerk.

Supervisor Houghtling stated that this Key Policy puts in writing that the Town Clerk doesn't have the authority to use the keys. The updated key policy addresses when a lock has to be replaced or rekeyed, that a new copy of the key will be given to the Town Clerk within forty-eight hours the Town Clerk would then sign out the keys accordingly.

Supervisor Houghtling went over the following revised Key Policy:

Last Reviewed & Amended by TB
1/12/2021

Town of New Lebanon Key Policy

Signing of Form Required

- A. Each Town official and employee will sign a form acknowledging the receipt of any and all Town keys assigned to him or her.
- B. This form will indicate the key issued, the date issued and serial number, if any.

Failure to Return Keys

Any Town official or employee who fails to return Town keys within 15 days of his or her last day of service will be billed the expense of replacement key(s) and re-keying of lock(s).

If a lock must be re-keyed for any reason, all keys will be turned in to the Town Clerk within 48 hours of the locks being re-keyed. The Town Clerk will then sign out the new keys to all town officials and employees who are eligible to have keys to the new lock.

Town Clerk's Responsibilities

The Town Clerk is hereby designated as the "keeper of the keys." As keeper of the keys, the Town Clerk's role is limited to providing for the efficient management and recordkeeping relating to the Town's keys, including securing all keys, issuing keys to appropriate persons, and maintaining records relating to the keys. Nothing herein shall be deemed to authorize the Town Clerk to use any keys to access buildings, rooms, or areas to which the Town Clerk does not otherwise have authority to access. In this capacity, he or she will:

- A. Sign out and collect keys.
- B. Maintain a written and/or electronic log of key assignments.

- C. Communicate to the Supervisor any reports of lost or stolen keys.
- D. Have and maintain a key to every town building and to every lock that exists on any town property or in any town building. All department heads are responsible to ensure that the Town Clerk has a copy of every key for all town buildings as well as every lock that exists for their department.

Key Policy – 1

A motion was made by Supervisor Houghtling, seconded by Councilmember Newton and approved unanimously to adopt the Key Policy as amended.

Use Policy for Town Hall:

Supervisor Houghtling stated that every time they have a resident complaint it seems like they find out something else that they aren't doing correctly. Supervisor Houghtling stated that there was a pistol safety course held at the Town Hall and she received a complaint from a resident that they understood that there couldn't be any group that charged fees or money that could use the Town Hall or town property.

Supervisor Houghtling stated that there has been defensive driver safety courses held there over the years that charged fees, so she thought a mistake was made and reached out to the town attorney. She stated that it doesn't matter if a fee is charged or not and the attorney doesn't remember ever counseling the board on the usage at the pavilion for the dog training course that used to be held there.

Councilmember Newton stated that would have been a prior attorney, Dan Tuczinski.

Supervisor Houghtling stated that the current attorney didn't see any problem with an organization or group charging a fee as long as they were paying a usage fee for the facility used. Supervisor Houghtling stated that the attorney's recommendation is that either the town doesn't let groups use the Town Hall anymore or we have a Town Hall Use Policy in place that sets a reasonable fee for usage.

Supervisor Houghtling stated that this does not include the seniors, the seniors are the group that use the Town Hall the most and they are budgeted out of the Town Budget. But it could include any outside organization, like the defensive driving, class that charges a fee.

Supervisor Houghtling stated that now that there has been a complaint and we had to look into it, we either have to stop letting people use the Town Hall or come up with a Town Hall Use Policy that charges a reasonable fee for the space. She stated that they could have a rate for community members and organizations and a rate for out of town residents and groups.

Basically, if they let people use town property, they have to cover the cost of electricity, cleaning, heating fuel, etc.

Councilmember Newton stated that he was approached by some town residents about this same event that was held here, that it hadn't been held here before. He stated that a point that was brought up to him was that this time we can't allow people inside for dog licenses and that type of thing, that it was imprudent to have the pistol course here when we aren't open for regular meetings and that type of thing. He stated that they felt like it was favoritism to a certain group that wanted to have that event here.

Councilmember Trainor asked if the pistol course was held in the building since COVID?

Supervisor Houghtling responded yes. She stated that she had meant to put it on the agenda in December and forgot about it so she emailed the Town Board about it and heard back from Councilmembers Trainor, Rasmussen and Gordon that they were fine with it, she didn't hear back from Councilmember Newton.

Councilmember Newton stated that when he was approached by the resident he went through his email and text and he did not see that.

Supervisor Houghtling stated that she can resend it to him.

Councilmember Newton stated that it could have been his fault not seeing the email, but he would have recommended that in this time of COVID that the person who held the course could have held it at a different location.

Councilmember Trainor stated that he would think so too, that would be a good reason that someone could say they were practicing favoritism.

Town Clerk Robertson commented on Councilmember Newton's specific reference to a dog license which would have to do with her office. She stated that on the normal daily workflow, letting people into the building and her office for dog licenses, marriage, birth, death, hunting, recycling, handicap tags, there is a lot of work involved every time someone comes in and out of the building. You have to sign them in, complete the COVID screening questionnaire, sanitize everything that they touch and everywhere that they go. She continued to say that if that has to be done for every person that enters this building for Town Clerk business, that will seriously impact her office.

Town Clerk Robertson stated that this event took place with safe social distancing, it was a one-time event with one group sign in, one-time sanitization. She stated that it is not the same, it cannot be compared to people coming in and out of her office. She stated that last Saturday she did almost \$800.00 in sales, if she had to have everyone of those people come in and clean after every single person, it would create a lot of extra work. She stated that it cannot be compared to the workings of her office.

Supervisor Houghtling stated that it is also very different from town board meetings because they cannot allow five people in and then say no to the sixth person. She stated that since Councilmember Newton is hearing from people, she would like it to be on the record that for public hearings they have to open to the public, which they have, but you might have to wait your turn. Supervisor Houghtling stated that she hears what Councilmember Newton is saying but it is very different, it was a set number of people, they knew what the max capacity was.

Supervisor Houghtling stated that being said, if they have a resident from the public that absolutely has to come into the building, we do go through that, it is not a no, you can't ever enter the building. On a regular basis, it is easier for us to go out to the front porch and for the most part she doesn't feel like people are upset by it.

Councilmember Newton stated that is not the point he is making. He stated that this event is regularly held in town but this is the first time it has ever been held at the Town Hall. He stated that in 2020 they have discussed the ability to have many things like basketball due to COVID and to protect the town from liability. He thinks it would have been prudent to hold this event where the gentleman normally holds them.

Supervisor Houghtling stated that it was asked if he could have the event at the Town Hall, maybe the regular location wasn't available, she doesn't know.

Town Clerk Robertson stated that the only reason that she spoke up was because Councilmember Newton specifically mentioned something that has to do with her office and that it is only fair for her to state why she isn't comfortable. She stated that her office gets people from all over for various reasons and if we were open for all to come in and out of the building, it would put her and her deputy at a much greater risk of exposure as well as everyone else in the building and create a lot of extra work for COVID screening and cleaning. Town Clerk Robertson stated that regardless of this particular event she sees Councilmember Newton's point and understands but when he specifically referenced a dog license, you cannot compare her office to this event.

Supervisor Houghtling stated that the same resident who complained to her about this is the same person who complained to the Town Clerk saying why can't she just allow New Lebanon residents into her office and not let people from elsewhere into the office. Supervisor Houghtling stated that, that is illegal. The Town Hall is either open or not open for people coming into the building.

Councilmember Trainor asked if the people in this group complied with the seating rules and all?

Supervisor Houghtling responded yes, six feet apart, masks on the whole time, full disinfection.

Councilmember Trainor stated that he has no problem then, asked if they paid us a fee for

the use?

Supervisor Houghtling responded no that is what they are talking about now, potentially setting up a Town Use Policy that would establish a fee. She stated that we have always let groups come in free of charge like the defensive driving class. The town attorney is saying that it doesn't matter if the group charges or not, if we are going to let people use town property, we have to have a policy in place that charges a fee.

Supervisor Houghtling stated that now that a complaint has been made and we have looked into it, we cannot continue doing things the way they were, whether they charge a fee or not. So, her questions to the board is, do they want her and the attorney to develop a proposal for a Town Hall Use Policy?

Councilmember Rasmussen stated that we have a facility that was paid for by the residents, to say that they can't use it would be a real shame, so he thinks they should figure out what the lowest justifiable fee is at least for residents, subject to all of the policies and rules, here it is.

Councilmember Gordon asked Supervisor Houghtling if they allow people to use the building at all that, that they must charge a fee?

Supervisor Houghtling responded, yes. She stated that the Constitution prohibits people utilizing resources that were paid for by taxpayer dollars, even if they are a taxpayer. The State Constitution prohibits a gift or loan of municipal resources to private person and groups, permitting any private group to use a town facility without compensation to the town is an unconstitutional gift of municipal resources, therefore where allowing a private group to use town facilities is permissible, the private group must pay fair compensation to the town to make it legal. The state has indicated that the minimum amount of compensation that must be paid is the overhead applicable to the use, electric, janitorial etc. Where there is regular demand for such a space, it is higher.

Councilmember Gordon stated that she agrees with Councilmember Rasmussen, they can figure out the cost and set fees for the residents.

Supervisor Houghtling stated that she will put it on the agenda for next month.

Letter of Resignation:

Supervisor Houghtling stated that she received a letter of resignation from Jack Lancto from the Recreation Commission. He did not resign from the Business and Economic Development Committee where he also sits.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to accept the resignation from Jack Lancto from the Recreation Commission.

Supervisor Houghtling stated that we already have two vacancies, this makes three. We already went out for letters of interest; we will see where we get with that.

COMMITTEE/LIAISON REPORTS:

Assessor (Councilmember Rasmussen):

Councilmember Rasmussen stated on behalf of our Assessor, she wanted people to know that exemptions are going on. The real property tax law exemption resolution that was passed by the town is required by state, so we are all set there, anyone who has any questions should give her a call. She wanted us to be aware that given the unusual year that 2020 was, real estate values have risen in the area, we haven't seen it so much in New Lebanon yet but the good news is that some of our property values are going up and that will affect how our taxes are distributed sometime in 2022.

The other thing to note is that a resident who has had some differences of opinion with their assessment, has continued to deal with Kim Smith, the Assessor and has come around and was so impressed that he wrote that Kim was at Town Hall bright and early on a snowy morning when I asked my questions. She was knowledgeable, professional, courteous and very helpful in a way that in his opinion reflects very positively on the town. He felt he could not have been treated any better. Councilmember Rasmussen stated that this resident who was fairly vocal with his unhappiness in his earlier dealings with Kim, as the two of them continued their calm and respectful dialogue about an honest difference of opinion, he's come around to thinking that she is better than sliced bread. Kudos to Kim and would like to get it on the record that thanks to her for her excellent service to the town.

Building Department (Councilmember Rasmussen):

Councilmember Rasmussen stated that there is nothing new to report right now.

Business & Economic Development (Councilmember Gordon):

Monte Wasch stated that their next meeting is next Monday night the 18th at 6:30pm via google meets. They expect to be able to make recommendations to the February board meeting on the Outreach and Marketing Committee's work which is really outstanding under Supervisor Houghtling and Sharon Powers leadership for a town logo and an outreach program. At their Monday meeting he hopes that they will move forward ahead to set priorities for their work for 2021.

CAC & Environmental Management & Climate Smart Task Force (Councilmember Gordon):

David Farren, CAC Chair stated that at next months meeting they will have a certificate of appreciation for a departing member of the CAC, Cynthia has been a very active and critical member of the CAC for the years she's served and they are going to miss her.

David stated an update on the NYS DOH water testing, Supervisor Houghtling has reached out to a number of homeowners with private wells, they are also identifying owners within a

down gradient of both the Ceramtec fire pond and the Bouchard dump and the state seems to be aiming to test once winter breaks. At least twenty homes in the area are going to get a better fix on the water situation once that testing is done, the homeowners who will be tested will be willing to share those results and that is how they will get a fix on the water quality in town.

David stated he wanted to remind everyone that the Trees for Tribes deadline for the applications is in early March, he will be working with Supervisor Houghtling and Peg Munves of the CAC to put together a list of the desired trees and shrubs species, to be delivered towards the end of May for planting in Shatford Park. The Trees for Tribes project will be done in phases. Trees for Tribes is willing to provide an operator of a hole digger and they say that they can provide that operator for two days and that operator can dig up to 250 holes a day.

David stated that at last night's meeting they realized the commonality between the CSC and the CAC and that there is a big overlap in membership so they are aiming to be very well coordinated in achieving goals.

Steve Powers, CSC Chair stated the CSC is pleased to announce that on Friday they have submitted action items totaling 139 points towards the 120 required to make the initial Bronze level in the program. The DEC now evaluates the submissions and they are supposed to be notified by February 26th as to whether they have qualified. If they have then they will be the first town in Columbia County and possibly the first to achieve it in such a short period. Thanks go out to their very motivated CSC team and especially to their advisor Marc Anthonisen who made it all possible with his extensive background in these actions. And of course, to all of you on the Board for your support in approving our actions.

They are moving forward with the community solar project and hope to have a launch date in February. Also, the town hall lighting upgrades are moving along and he is waiting to hear when they will schedule us for the actual work. Thank you

Supervisor Houghtling stated that she wanted to acknowledge they probably set some sort of record for applying for bronze status since the town took the pledge, so thank you to Steve and Mark and everyone on the committee for your tireless effort.

Bruce Shenker, Environmental Management stated that there are two events that might be of interest to people. There is a solar mapping seminar on January 21st, if interested to get in touch with him. There is an NRI update on the county natural resource inventory on January 26th, if interested get in touch with him.

Bruce stated that they had a meeting of the County Climate Smart adhoc group and they were all over the place until Supervisor Houghtling got them on track and they are in the process of organizing the County Climate Smart Task Force that was also discussed at the EMC meeting and they are hoping to have volunteers for the EMC and hopefully it will go before the Board of Supervisors in February.

Fire, Law Enforcement & Emergency (Councilmembers Newton & Trainor):

Councilmember Newton stated that he doesn't have anything major to report. He stated that they are still doing the smoke/CO2 detectors and fire extinguisher program that was gifted by a local family. He stated that we had a bunch of wires down recently and he saw Ed out on the 1st of the year and he sees more members at the last board meeting.

Ed Godfroy, LVPA stated that they gave away 22 smoke/CO2 detectors and 6 fire extinguishers with the giveaway program through a family that started the fund. They have been working with Councilmember Newton and he has helped them get some pretty good prices from vendors.

Ed stated that their next meeting is January 25th. He also stated that he is going to work with the Town Clerk to put together a checklist sheet for all of the paperwork that they give to the town, that way we both have a copy.

Highway (Superintendent Winestock & Councilmembers Newton):

Councilmember Newton stated that they talked about the sale of surplus equipment which went well, all three gentlemen that purchased equipment were happy with what they received. They are waiting to hear back with an offer on the grader.

Councilmember Newton stated that he would like to consider the money from the surplus sales to be earmarked for equipment purchases this year.

Councilmember Newton stated that he would like to see what the Comparison Committee comes up with to see what other towns are doing for their employees and he would like the to look into continuing healthcare for the long-term employees and how they reward their long-term employees.

Supervisor Houghtling stated that she will forward the information that she has from the Compensation Committee to Councilmembers Rasmussen and Gordon.

Highway Superintendent Winestock stated that he wanted to thank all of the residents on Canaan Road for all of their nice letters for the speed limit signs that he had honestly forgotten. He will notify the State Troopers and Sheriffs that it is now posted.

Highway Superintendent Winestock reminded the public that our roads are narrow and the traffic is heavy and to be careful if out walking or biking.

Highway Superintendent Winestock stated that there is a significant increase in large trucks like garbage trucks and delivery trucks on our roads and that will cause wear and tear on our roads and he and the Town Board may need to revisit the highway roads budget.

Historian & LVHS: (Councilmembers Trainor):

Councilmember Trainor stated they are not meeting in person but they maintain email

communications, several of them have been doing research and are in communication with the Town Historian. They are looking for two new members for the board. Matt Carr is maintaining a terrific Facebook. He stated that the Historian is doing well, no issues and that they are planning programs for whenever the opening up comes.

Justice Court/Constable (Councilmember Trainor):

Councilmember Trainor stated that he talked with Samantha today and there is nothing to report.

Library (Councilmember Trainor):

Councilmember Trainor stated that he received an email from Moriah today and she said that there is nothing of importance now. There is a meeting on Thursday, Moriah had very good communication with the town and there is a newsletter that a lot of people follow.

Buildings, Parks & Recreation (Councilmembers Newton):

Councilmember Newton stated now that we have HVAC Contractors signed up, we will be doing service on the two furnaces at the Town Hall and the one in the highway garage.

Councilmember Newton stated that he would like to look into adding an additional fuel tank here at the Town Hall, currently both operate on a 270-gallon tank.

Supervisor Houghtling stated that she did reach out to John Ray and they will get back to her.

Supervisor Houghtling stated that she feels that ice skating is an outdoor activity that is relatively safe, we have the new liner, she is inclined to get the ice-skating rink up and running.

Councilmember Newton stated that he is willing to put it up.

Seniors (Councilmember Gordon):

Councilmember Gordon stated that the seniors are not meeting to her knowledge.

Volunteers (Councilmember Rasmussen):

Councilmember Rasmussen stated they have done the first round to people who have already volunteered. They have about twenty responses. He stated that he will update the spreadsheet.

Comparison Committee (Councilmember Rasmussen & Gordon):

Supervisor Houghtling stated that she will get Councilmembers Rasmussen and Gordon the information on the town by town comparison.

Councilmember Gordon stated that she and Councilmember Rasmussen spoke today and

they are going to work out an approach that they hope will be efficient and present it at the next board meeting.

Columbia County Update (Supervisor Houghtling):

Supervisor Houghtling stated that the vaccinations for COVID has been a bit of a cluster. She stated that the County is attempting to keep up with all of the constant changes to the criteria. The most recent that came out late this afternoon, it's been opened up to category 1B, the Town Clerk will be sending out an email blast tomorrow. You are basically going to go to ColumbiacountyNYhealth.com then go to learn more under announcements, the you scroll down to available clinic registration and click the link. She stated that right now the county is just taking peoples names because they are waiting to have the vaccine from NY State. Last week they got 300, which isn't nearly enough even for category A. At the rate that we are getting vaccines as a county to get through eligible people for 1A and 1B, they are looking at least fourteen weeks. She stated to be patient. The department of health is doing a phenomenal job, they are understaffed and overworked. The chairman of the board has moved staff over to this department to help man the call center. Supervisor Houghtling stated that if you have any questions to contact her.

ANNOUNCEMENTS:

February:

Tuesday, February 9th at 7:00 pm – Regular Monthly Meeting

PRIVILEGE OF THE FLOOR:

In addition to an in-person privilege of the floor, Supervisor Houghtling will read all comments, questions and concerns emailed to supervisor@townofnewlebanon.com during the meeting. Supervisor Houghtling stated she has not received any emails from anyone online.

ADJOURNMENT:

A motion was made by Councilmember Newton, seconded by Supervisor Houghtling and approved unanimously to adjourn the meeting at 9:50 pm.

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk