

**MINUTES OF THE REGULAR MONTHLY MEETING OF  
THE TOWN BOARD OF THE TOWN OF NEW LEBANON  
HELD ON FEBRUARY 8, 2022**

**Present:** Tistrya Houghtling, Supervisor (Online)  
Marianna Anthonisen, Councilmember  
(Online)

Britt Buckenroth, Councilmember (Online)  
Deborah Gordon, Councilmember (Online)  
John Trainor, Councilmember (Online)

**Recording Secretary:** Marsha “Marcie” Robertson, Town Clerk (Online)

**Others Present:** Steve Powers, CAC Member & CSC Chair  
(Online)  
Peg Munves, CAC & CSC & BEDC Member  
(Online)  
Mary Young, NL Rep to CC Office for the  
Aging (Online)  
Bruce Shenker, NL Rep to CC Env Mgmt  
Council & CSC Member (Online)  
Marc Anthonisen, CSC Advisor (Online)  
Jeff Hattat, CEO (Online)  
Ted Salem, ZBA & ZRC Chair (Online)  
Sharon Powers, BEDC (Online)  
Jim Carroll, Planning Board & ZRC (Online)  
Josh Young, Planning Board (Online)  
Christine Dreyfus, MOW (Online)  
Cissy Hernandez, ZEO, Admin (Online @  
8:45pm)  
Steve Winkley, NY Rural Water Assoc.  
(Online)  
Thom Riggs, NL American Legion (Online)  
Members of the Public (Online)

**CALL TO ORDER:**

The meeting was called to order at 7:00pm by Supervisor Houghtling. A moment of silence was held and dedicated to the passing and remembrance of Matthew Larabee and was followed by the flag salute.

The meeting was held online with a google meeting at the following:

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**MINUTES:**

The minutes of the **January 3, 2022 Organizational Meeting, January 11, 2022 Regular Monthly Meeting and January 18, 2022 Annual Audit Meeting** were reviewed. A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to approve the minutes as typed.

**FINANCIAL:**

***Supervisor's Report:***

Since this was an online meeting the Supervisor's Report as of January 31st, 2022 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 Buckenroth to accept the Supervisor's report as typed. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

Councilmember Buckenroth -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Trainor -	Aye
Councilmember Anthonisen-	Aye

**PRIVILEGE OF THE FLOOR:**

**Thom Riggs of the NL American Legion:** He addressed the Town Board and would like to plan the Flag Retirement Ceremony as they did last year. They would like to have it in the Shatford Park on June 11<sup>th</sup>, 2022. They are planning a cornhole tournament with the LVPA doing the food for the event. They are looking to reserve the Shatford Park Pavilion on July 16, 2022.

Supervisor Houghtling responded that there would be no fee charged but that Town Clerk Robertson will have to check the pavilion availability and coordinate with Thom. She discussed with Thom the option for the events to be a town sponsored event.

Thom stated that the Flag Ceremony will just be a Legion event but the cornhole fundraiser could be a joint event with the LVPA, the town and the Recreation Commission.

Supervisor Houghtling responded that would be great but she will have to look into the fundraising piece of the event to make sure that it is legal.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously that the town sponsors and supports the cornhole tournament being put on by the American Legion with a date to be

determined when Thom works with the Town Clerk on finding a good date in the pavilion calendar.

Thom added that the Legion is getting more active, they are up to 16 members now and they meet every Saturday. This year they sponsored a couple of fishing derby's and they will be planning more events in the future.

**Michael Muadin:** He thanked the Board for being able to participate in the meeting tonight.

Supervisor Houghtling stated that she was about to read his email next as POF but since he is in attendance does he want to speak. Mr. Muadin responded and stated that he was looking for a copy of an application submitted for a 911 cell tower and he stated that he is not familiar with it because he hasn't been able to get a copy of any of the documents.

Supervisor Houghtling stated to clarify they do not have an active application as of yet and it is not a cell tower, it is not 5G, it is a 911 tower and the County of Columbia is looking to install it. Tonight, is the very first time that the board is being introduced to it and the agenda item tonight is for them to determine according to the code if local government is potentially exempt from the special permit process. So, there are some steps that they need to take via the recommendation of the Town Attorney. There are no paper documents to provide to him, there has not been an application that has come in yet, this is very preliminary and the board tonight will be having an initial conversation about the way the code is written and whether or not the County is exempt from the special permit process because the code exempts local government. She doesn't believe they are making that determination tonight; the attorney is suggesting that they get more information from the county regarding their application before they make a determination.

**Mr. Muadin** stated that given the explanation from the Supervisor he would like her to table his questions and his privilege of the floor email that he submitted, they were made to help them think about an application that might have been pending. He offered his services to participate in anyway that he can, he has a background in this area. He wants to make sure that whatever they do that they have safe siting for telecommunications infrastructure so that nobody is injured. He stated that he has requested some sort of a formal role with the Zoning Rewrite Committee which is looking at the telecom zoning for the local law. He stated that he submitted one of the best models written by an attorney in the sense that it is safe, protects the rights of the community, their historic nature, it makes sure that the community has a rule that anything coming in is properly insured, inspected and those are going to be the things that the town will have to look at.

Supervisor Houghtling read all comments, questions and concerns emailed to [supervisor@townofnewlebanon.com](mailto:supervisor@townofnewlebanon.com) during the meeting.

Supervisor Houghtling read the following email:

**Josh Young** via email:

*To members of the Town Board,*

*I live in downtown New Lebanon and manage the New Lebanon Farmers Market, and I have thoughts regarding how we as a Town ought to approach our windfall ARPA funds.*

*I believe the best use of these funds will include a substantial investment in applying for grants. That way, we have a good shot at turning a couple hundred thousand dollars into a million or more.*

*I recently applied for and received a \$500,000 grant from the United States Department of Agriculture for our local farmers market, so I know this is possible. Indeed, there has not been a better time in decades for rural communities like ours to win state and federal grants to improve our Town.*

*Researching and identifying grant opportunities that fit any particular problem is not easy. The opportunity to complete an application for grant I won fell into my lap. Since then, I've been actively looking at opportunities across federal agencies. It takes time, energy, and expertise.*

*So, I suggest that the Town use a large percentage of our ARPA funds to acquire the expertise and effort needed to identify grant opportunities and match them with appropriate local projects and problems in need of solutions. I suggest the Town use a capable consultant to facilitate this process. The Town has a strong relationship with LaBerge, which would likely be appropriate.*

*I encourage the Board to vote today to solicit a proposal from LaBerge. We want the proposal to have three parts. The first part would be a consultative process. LaBerge would help us collect ideas from local groups, clarify them, and evaluate their fit with relevant grant opportunities. The second would be a writing process. LaBerge would help us conceptualize, author, edit, and otherwise perfect several grant applications. The third would be an administration process. LaBerge would provide us with relevant help in executing and reporting on any grants we may win.*

*It is my understanding that Town leaders often lament the lack of participation among the citizens of New Lebanon. The way to address this problem is by offering a clear, substantive process by which our voices will be heard and will count.*

*Let's engage the experts and create a basic, fair process that will be genuinely inclusive of all groups and citizens of New Lebanon.*

*Sincerely,  
Josh*

**BUDGET AMENDMENT #1 OF 2022:**

Supervisor Houghtling stated the Town Board authorized the heat pump for the Highway Garage. It was an emergency situation where there was no heat in the garage. Now they need to take money from the Conservation Revenue from the NYSEDA Funding that the CSC received and put it into the CSC Equipment line for the furnace.

Supervisor Houghtling stated that they underbudgeted the LVPA by \$10,000. The contract that the town signed with them for services was for \$152K and change, they budgeted for \$142K and change because they had \$10,000 previously collected specifically for fire services that could be used for no other purpose sitting in the bank account.

**General Fund:**

\$ 8,530.00 from A-03910 (Conservation Revenue)  
\$ 8,530.00 to A-8797.2 (Climate Smart - Equipment)

**SF-1 LVPA:**

\$ 10,000.00 from A-003917 (Appropriated Fund Balance)  
\$ 10,000.00 to SF-3410.4 (Fire Protection)

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

Roll Call Vote:

Councilmember Buckenroth - Aye  
Councilmember Gordon - Aye  
Supervisor Houghtling - Aye  
Councilmember Trainor - Aye  
Councilmember Anthonisen - Aye

**AUDIT OF BILLS:**

***2022 Bills:***

General Nos. 24 through 26, in the amount of \$6,328.90;  
As listed on Abstract No. 1A dated February 8, 2022.

General Nos. 27 through 69, in the amount of \$21,820.92;  
Highway Nos. 3 through 14, in the amount of \$19,467.70;  
Escrow Nos. 1 through 2, in the amount of \$262.50; and  
SF-1 LVPA No. 1, in the amount of \$38,075.50;  
As listed on Abstract No. 2 dated February 8, 2022.

A motion was made by Supervisor Houghtling to pay the bills. The motion was seconded by Councilmember Buckenroth.

Roll Call Vote:

Councilmember Buckenroth - Aye  
Councilmember Gordon - Aye  
Supervisor Houghtling - Aye

Councilmember Trainor - Aye  
Councilmember Anthonisen- Aye

**OLD BUSINESS:**

***Amendment to Budget Amendment #12 of 2021:***

Supervisor Houghtling stated that at the last meeting they attempted to amend budget amendment #12 of 2021 for a typo that was there. A motion was made that did not get seconded or voted on due to conversation taking place immediately after the motion was made and moving right onto the next agenda item. Supervisor Houghtling stated that she will remake the motion regarding the amendment to budget amendment #12 of 2021 from the January 11, 2022 Regular Meeting.

From the 1/11/22 Minutes:

*(AMENDMENT TO BUDGET AMENDMENT #12 OF 2021:*

*Supervisor Houghtling stated that in reviewing the minutes of the 12/29/2021 meeting she saw the general fund for the Attorney – Cont. Exp. – Litigation, A-1420.41 and thought it might be a typo in minutes. She looked at her budget amendment and it is actually a typo in her budget amendment. She stated that they can't do a budget amendment to 2021 but there needs to be an amendment.)*

A motion was made by Supervisor Houghtling to amend Budget Amendment #12 of 2021 to read A-1420.42 where it currently reads A-1420.41. The motion was seconded by Councilmember Buckenroth.

Roll Call Vote:

Councilmember Buckenroth - Aye  
Councilmember Gordon - Aye  
Supervisor Houghtling - Aye  
Councilmember Trainor - Aye  
Councilmember Anthonisen- Aye

***ARPA Funds:***

Supervisor Houghtling stated that the great news is they can spend our ARPA money on any government services without many restrictions. With this new information, she does not think we need to hire a consultant. She thinks they should brainstorm as a board some ideas of how to spend the money then send out for public input in the ways they discussed previously and since there aren't many restrictions add in a line for other ideas that may not be on the survey.

The Town Board held further discussion on how to proceed from here and all agreed that it is very important to get the community involved. Supervisor Houghtling tasked all of the Town Board members to email Councilmember

Buckenroth with their ideas on ways that the town can spend the ARPA funds and any ideas they have for community involvement.

***Town Engineer Appointment:***

Supervisor Houghtling stated that she didn't realize that there was an ongoing application in front of the Planning Board that Paul McCreary, our past Town Engineer, was in the process of working on. It will be finishing soon but the board did not appoint him into 2022, it was lapse of communication. The board will need to retroactively appoint him from January 1, 2022 through the end of the year. She stated that his intention is to not take on any more applications but to complete the application that he is currently working on.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen and approved unanimously to appoint Paul McCreary as a Town Engineer from January 1, 2022 through December 31, 2022.

***NL Representative to CC Traffic Safety Council Appointment:***

Supervisor Houghtling stated that they received a letter of interest from Mary Young to be the NL Representative to the Columbia County Traffic Safety Council. This position is important to the town.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to appoint Mary Young to be the New Lebanon Representative to the Columbia County Traffic Safety Council for the remainder of a one-year term to expire December 31, 2022.

***NL Recreation Commission Appointment:***

Supervisor Houghtling stated they have received a letter of interest for the vacant position on the Recreation Commission from Michelle Bienes.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen and approved unanimously to appoint Michelle Bienes to the vacancy of a seven-year term on the Recreation Commission to expire December 31, 2028.

***BEDC Appointment:***

Supervisor Houghtling stated that they received a letter of interest from Stephen Abramson to serve on the BEDC. Monte Wasch, Chair of BEDC supports his appointment. The BEDC serves at the pleasure of the Town Board, there are no terms or expirations.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously to appoint Stephen Abramson the Business and Economic Committee (BEDC).

***PFOA / PFOS - Landfill:***

Peg Munves on behalf of the CAC reported the following update on Water Issues.

The CAC continues to work on getting a picture of what is happening with our water in town. We understand there is more concern now about what is happening with the High School (HS) sharing the results of recent testing that they conducted. As with all individuals and property owners in town, the High School and the School District is responsible for testing their water and mitigating any contaminants, and is working with the NYSDOH on mitigating this issue.

In 2021, the state DOH regulations changed on certain public water system testing, and the SCHOOL is considered a public water system. These public water systems in town, including the mobile home parks, are required to test for PFOA and PFOS at least 2 quarters a year, and this is how the school recently discovered the PFOS level was over the level of concern.

Many may not realize that ANY water testing results, whether mandated by the NYSDOH or the DEC, are not routinely released to the public unless there is a violation. Results can also be FOILED or volunteered.

This is important to note about the notification of water testing since there have been some residents reaching out with concern over why results aren't made public. The Town has been very transparent with water testing results.

Over two years ago the DEC tested the monitoring wells at the old landfill. These tested positive for PFOA and PFOS at levels of concern and they shared those results with the Town Supervisor. She then immediately shared these results with the Town at several town board meetings. She also reached out to the CAC to get assistance for the DEC as to where to further test at that time.

The DEC worked with us and Steve Winkley of the NYRWA to identify properties to test wells for PFOA and PFOS downgradient (meaning the direction of water flow from the landfill) of the landfill. The DEC did NOT make those results public. However, we called those property owners and asked if they would share the results with us, and many did. All of the results that people reported were negative.

As more background, additionally, in 2021, we worked with the NYSDOH, the Town Board, and Steve Winkley, to identify 21 private well owners who would participate in a pilot project for the DOH looking at drinking water. Kept totally confidential, 21 well owners shared results of that testing and overall, the results were excellent. Note that PFOA and associated compounds were NOT included on those tests.

The Town makes every effort to obtain test results so they can be shared, but as noted this is voluntary on the part of those tested (unless there is a concern like the school results showed).

The NL Jr/Sr high school made their recent PFOS testing results public and those showed a very slightly over the level of concern. They are making sure everyone has clean water and they will be mitigating the issue with filters. The information is on their press release.

This year the Town has budgeted for about 10 PFOS and PFAS tests and related compounds and we are in the process of figuring out more areas of concern. However, we are first reaching out to the appropriate state agencies to learn about what they will do in light of the Town Landfill and HS PFOS issues.

Steve Winkley is also filing a FOIL for the 2021 PFOA and PFOS tests in other public water systems in town, about 6 properties, from last year so we can see those and follow up.

Another key thing to know is that there are other potential sources of PFOS and those related compounds and we again will inquire as to whether or not the CCDOH and DEC will follow up on that. Testing and research needs to be conducted to locate the source of these contaminants.

A similar situation in Averill Park school district is going on and is pretty analogous: the middle schools well tested above the drinking water standard for PFOA has prompted an extensive investigation by the NYSDEC, NYSDOH, and Rensselaer County Health Dept. Many residential wells have been sampled, a treatment system at the school has been installed, a source for the PFAS contamination is being investigated, and public water may be extended to properties in the area. We think a similar level of study is appropriate for the area around the New Lebanon Jr./Sr. High School.

## **NEW BUSINESS:**

### ***911 Tower Application:***

Supervisor Houghtling stated that the county is looking to install a new 911 tower in New Lebanon to increase the service area of our 911 signals. The current tower does not reach all of the areas of New Lebanon in the way that it needs to. Normally these applications come to the town board, not the Building Department. Our telecommunications code currently exempts local government from having to get a special permit from the Town Board. The Town Attorney recommended that the Town Board develop a record that will assist the Town Board in making a determination concerning the applicability of Chapter 189 to the County's proposal. As of now the communication from the county has been verbal, the attorney wants to get something in writing from the county regarding the proposal. At this time, the attorney is suggesting that a motion be made to authorize the Supervisor

and the Town Attorney to work together to request information from the County relating to the proposal for the telecommunications tower. This will enable the Town Board to better determine if the County is exempt from a special permit through the Town Board or not. The property that the county wants to place the tower is a landlocked property off of County 5, Deer Ridge area. The County already has the plans of where and how they want to install the 911 tower. The Town does not have any of those particulars because they are not there yet in the process. The Town has to first determine if the County is exempt from the permit or not. The Town Board held further discussion.

A motion was made Councilmember Anthonisen, seconded by Councilmember Gordon and approved unanimously to authorize the Supervisor, with the assistance of the Attorney for the Town, to request information from the County relating to its proposal for construction of a telecommunications tower for purposes of gathering information to permit the Town Board to assess the applicability of the Town Chapter 189 to the County's proposal.

***Policy Review – Approved Travel Policy and Credit Card Policy:  
Travel Policy:***

The board had no changes to be made to the current Approved Travel Policy.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously to mark the Approved Travel Policy as reviewed with no amendments on February 8, 2022 by the Town Board.

***Credit Card Policy:***

Supervisor Houghtling stated there is one change to be made on the Credit Card Policy, to update the expiration date on card number 3, the Exxon Mobil with the new expiration date of 10/2024.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to amend the Credit Card Policy Use Policy to update under the Master List of Town Credit Cards, #3 to have an expiration date of 10/2024 and no other changes.

***Highway Superintendent Request – New Backhoe:***

Supervisor Houghtling thanked Highway Superintendent Winestock and the Highway Staff for their hard work in keeping the roads safe and travelable with all of the bad weather and ice that we have had recently.

Supervisor Houghtling stated to clarify for the record, at the last Town Board meeting, Councilmember Trainor reported in his highway update that the backhoe was inoperable. She is not sure if this was a misunderstanding or a misspeak. The backhoe is operable, the issue is that the backhoe is getting to

the age and mileage where things break and with the pandemic and the lack of access to parts, they have had to wait longer for repairs to be made. Because the backhoe is an essential piece of equipment for the Highway Department, they have had to rent a backhoe while waiting for parts and repairs to be made. She stated that she asked the Town Clerk to compile for 2020, 2021 and 2022 what we have spent on repairs to the existing backhoe and rentals for when the backhoe is waiting for parts and repairs. Between repairs and rentals, we spent \$2,492.26 in 2020, \$14,546.00 in 2021 and \$5,477.26 so far in 2022, a total of \$22,515.52.

Highway Superintendent Winestock is requesting a new backhoe, his two requests were for a small truck and a new backhoe. The Town Board did budget for the potential of two new pieces of highway equipment purchases. They didn't budget for a full purchase price, but they did budget for payments on up to two pieces of new equipment.

Supervisor Houghtling stated that historically the town has had three bonds out for equipment so that when one is paid off, they will ask the Highway Superintendent what the next piece of equipment is that he wants to purchase and take out a bond on that, that way the budget stays neutral. She stated that eventually, working with the Highway Superintendent, she would like to get to a point on the highway inventory and the asset management plan where the town is putting the money away ahead of time for future equipment purchases therefore avoiding having to bond out these purchases. She stated that they did budget for a one payment of \$21,344.00 and for one payment of \$16,667.00 for potential new equipment.

Supervisor Houghtling stated that the quote for a new backhoe if the Town Board is to consider it is a total due of \$66,757.00. The purchase price of the new backhoe is \$110,257.00 and the trade-in value on the old backhoe is \$43,500.00. Supervisor Houghtling stated that according to Highway Superintendent Winestock in a ballpark way, the price since 2020 when COVID hit and the Town Board decided not to move forward with any new equipment purchases, the price has gone up \$10,000.00 and the trade-in value has gone down by \$10,000.00. They were looking to spend about \$50,000.00 before and now it is \$66,757.00, an increase of \$16,757.00. Supervisor Houghtling stated that the backhoe has about 1,600 hours on it from the last time the Highway Superintendent filed an inventory and mileage and it is a 2016.

The Town Board held further discussion on this and they agreed that replacing the backhoe will be more cost effective then continuing the way we have been with the unavailability of parts and the expense of renting. Supervisor Houghtling stated that the goal would be at the March meeting to

have a purchase resolution prepared that authorizes the purchase of the backhoe and how they will fund the purchase.

Supervisor Houghtling stated that they can go to a bank for a bond which would cost about \$5,000 in bond council and is a lengthier process. She stated that they did not spend the \$50,000 in 2022 that was budgeted to purchase the backhoe, it went into the Unallocated Fund Balance for Highway. Supervisor Houghtling stated that she spoke to the Town Accountant and they can bring the \$50,000 back into the budget. She stated she will reach out to the Association of Towns to make sure of the proper procedure to do this. The Town Board held further discussion and they agreed that avoiding the bond and saving the money is the best way to proceed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to set a Public Hearing for 6:55pm on March 8, 2022 for the purposes of bringing money from the Highway Fund Balance into the budget for the purpose of purchasing a backhoe if and only if a Public Hearing is necessary.

***LVPA New Members:***

Supervisor Houghtling stated that their agreement with the LVPA is that they are to notify the Town Board of any new members and then the Town Board can either take no action or they can take action if they have any concerns or input on their new members.

Supervisor Houghtling reported that they received a letter from the LVPA accepting two new probationary members to their roles; Kellie McMillan and Jameson Pelletier. The Town Board took no action.

***Advertise for SYP Assistant Director:***

Supervisor Houghtling stated we need to advertise for an Assistant Camp Director for our Summer Camp. It is at the discretion of the Camp Director to appoint her assistant. Since she is new the Supervisor offered that the Town Board can assist her in this process and she agreed to have the Town Board assist her.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously requesting that the Town Clerk go out for letters of interest for the Summer Camp Assistant Director with letters of interest due by 4/8/2022 by 4:00pm and interviews to be held on 4/12/2022 at 6:30pm and to schedule a Special Meeting on 4/12/2022 at 6:30pm for the purposes of interviews.

***Plowing of EV Charging Station:***

Supervisor Houghtling stated she realized that we have a new EV Charging Station with two parking spots and they are not being plowed when it snows.

Our Parks and Building Maintenance Superintendent, Donnie Sears is happy to do this, but we do not have a town vehicle with a plow that he can drive to plow them with. He has his personal plow truck but that really isn't fair to ask of him. He will do it now until someone else is hired.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to go out to bid for plowing the parking spots at the EV Charging Station with a rate per plow as needed to extend through April of 2023 with bids due to the Town Clerk's office by 3/4/2022 at 4:00pm.

***Create Quality of Life Committee and Appoint Members:***

Supervisor Houghtling stated at the last meeting, her and Councilmember Anthonisen spoke about a visionary committee to look at things such as housing, health care access, community center, grocery store, etc. They met preliminarily as a group with Sharon Powers, Erminia Rasmussen and Bob Gilson all who had expressed interest in being on it. Sharon suggested the name "quality of life committee" as that could encompass all of those things and more. This committee could oversee implementation of the action items in the Comp Plan such as housing and the action item to form a committee to focus on health care access in NL could be accomplished with the formation of this committee. At their meeting, some other ideas of people who might be good on this committee were mentioned and one reached out with interest. Councilmember Buckenroth also reached out with interest, which would mean three Town Board members on the committee, making it a quorum, which is fine however the committee would then be subject to Open Meeting Laws, open to the public, have minutes published, etc. which is also fine. Supervisor Houghtling would like to recommend creating this committee as an advisory committee to the Town Board to work on issues that affect the quality of life here in New Lebanon and appointing herself, Councilmembers Anthonisen and Buckenroth, Sharon Powers, Erminia Rasmussen, Bob Gilson and Josh Young as members.

A motion was made by Councilmember Trainor, seconded by Councilmember Gordon and approved unanimously to create a Quality of Life Committee with the following members: Tistrya Houghtling, Marianna Anthonisen, Britt Buckenroth, Sharon Powers, Erminia Rasmussen, Bob Gilson and Josh Young to work on issues such as housing, health care access, community center and other potential issues that affect quality of life in New Lebanon.

***Comprehensive Plan Implementation Coordinator:***

Supervisor Houghtling stated that she had spoke in the past to have an implementation committee to follow the tasks of the Action Plan of the Comprehensive Plan. Ted Salem suggested having an implementation coordinator with a skillset in project management specifically. The goal of the coordinator would be to help any committee that had tasks within the action plan designated by the Town Board to come up with a project management

plan of how to accomplish said tasks if a committee needed that assistance and to follow-up with each committee on a monthly basis and report back to the Town Board on the status of the tasks.

Supervisor Houghtling stated that for her, the goal would be that the Comprehensive Plan is an actionable plan that the Town Board utilizes over the next few years to accomplish said actions. She stated that the person who came to mind was outgoing Councilmember Rasmussen, he has a lot of experience in project management, and he agreed to serve in this capacity.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen and approved unanimously to appoint Norman Rasmussen as the Comprehensive Plan Implementation Coordinator.

***Comprehensive Plan Action Items – Direct Committees To Take Action:***

Supervisor Houghtling stated one of the first steps in the comprehensive plan to accomplish the action items is for the Town Board to direct each committee to take on each action (CSC has some actions, CAC has some, ZRC has some, BEDC has some, etc.)

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously to direct the ZRC to strengthen existing large scale solar regulations to mitigate potential impacts to the environment and the Town's rural character as well as develop zoning regulations for wind energy and battery storage facilities with a proposal to be submitted to the Town Board, if possible, by September of 2022.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen and approved unanimously to direct the BEDC to develop a targeted marketing strategy to attract businesses to the Town with the BEDC submitting a plan to the Town Board for approval, if possible, by September of 2022.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to designate Mary Young to work with Columbia County agencies to extend/increase transportation service for the elderly and disabled in New Lebanon, including flexible innovations.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen and approved unanimously to direct the Recreation Commission to develop a community recreation plan with the plan to be submitted to the Town Board, if possible by September of 2022, with the plan at a minimum to address the use of the newly-acquired property in West Lebanon; identify potential funding sources; evaluate the cost/benefit and potential usage of a multi-purpose/ multi-age recreation center; assess the benefit of forming a Friends of Shatford Park; and the potential to better utilize NLCSO resources.

Supervisor Houghtling will email the Chairs of the three committees and Mary Young on the four action items to let them know that the Town Board has officially directed them to work on the items, introduce them to Norman Rasmussen as the Implementation Coordinator and hopefully meet the deadline time frames.

***Introduction of Introductory LL#1 of 2022:***

Supervisor Houghtling stated that the Town Board amended the Zoning and the Use Table. While the way it is written is clear in the sense that they can determine who needs site plan review and who doesn't, there was a request from our ZEO and in consultation with Attorney Ferradino and the Planning Board Chair that it could be made a bit clearer where a "P" used to be a permitted use, that other than a zoning permit was usually just permitted, that some of those "P's" now also do require a site plan review. It used to say "P/SPR", so the Use Table was very clear. They are not adding back the "P/SPR" but potentially adding language letting people know that even though it is a permitted use it still may be subject to site plan review and where in the code they will need to look to find out whether or not it will need site plan review.

Attorney Tingley drafted the changes and Supervisor Houghtling forwarded the rest of the Town Board a copy of the Local Law as well as SEQRA Part 1 and a redlined version of the Use Table showing the language to be changed. Attorney Tingley also amended the Use Table where it talks about Town Board Special Permit and Town Board Site Plan Review because of the current question as to whether the County is exempt or not. The Attorney felt that while they are amending the site plan review piece, they might as well amend and add in that it is pursuant to Chapter 189. This is our zoning use table but Chapter 189 and Town Board Special Permit has to do with telecommunications which is not zoning at all, this change will clarify that.

Ted Salem, ZRC Chair and Supervisor Houghtling had further discussion and Supervisor Houghtling suggested that the ZRC look at Chapter 189 as a whole.

Supervisor Houghtling stated that this needs County Planning Board and Town Planning Board review and she already got it on the County PB agenda and the next step if the Town Board agreed would be to introduce the Local Law.

A motion was made by Councilmember Buckenroth to introduce Introductory Local Law No. 1 of 2022, to authorize the Town Supervisor to execute the Short Form Environmental Assessment Form Part 1 as prepared by the Attorney for the Town, to authorize the Town Supervisor or her designee to make such referrals thereof as are required by law, and to set a public

hearing thereon for March 8, 2022, at 6:50 pm at the Town of New Lebanon Town Hall. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

Councilmember Buckenroth -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Trainor -	Aye
Councilmember Anthonisen-	Aye

***CH101 Special Events Resolution Fee Schedule:***

Supervisor Houghtling stated that when they adopted Local Law #6 of 2021, they amended Chapter 101. They changed the name of the code and the whole section changed. The Fee Schedule was overlooked. The fee schedule under Chapter 101 is currently labeled Chapter 101, Entertainment, Public and it has 101-12 which is the section before that talked about the license application fee and set it at \$200.00. At the very least they need to amend the Fee Schedule to say Chapter 101, Special Events which is the new name of the Chapter. Then it would 101-5C instead of 101-12 that talks about the fees for the special events. They can also look at whether the \$200 fee for the old Chapter 101 should remain the \$200 fee for the new Chapter 101.

Supervisor Houghtling referred to Ted Salem, ZRC on the fee rate and if he thought it was too high. Ted Salem replied that he really had no sense of that, it is really about is it the appropriate amount for the level of effort for CEO, Hattat.

Supervisor Houghtling stated that she did talk with the Building/Zoning Department and they said that it is similar to a fire safety inspection which they charge \$50.00 for, however there is the administrative piece that now happens before that fire safety inspection that could take 1-2 hours. She thinks \$100 might be a more appropriate fee to charge.

The Town Board held further discussion regarding the fee and decided on \$100.00.

**TOWN OF NEW LEBANON**

**RESOLUTION 10, 2022**

**ADOPTION OF TOWN OF NEW LEBANON FEE SCHEDULE**

**FEBRUARY 8, 2022**

At a regular meeting of the New Lebanon Town Board, held online via google meets, duly called and held on the 8th day of February 8, 2022, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Trainor

***ADOPTION OF REVISED FEE SCHEDULE***

WHEREAS, the Town Board of the Town of New Lebanon modified Chapter 101 of the Town Code via LL#6 of 2021 and must amend the fee schedule accordingly;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby approves and adopts the Town of New Lebanon Fee Schedule, a copy of which is annexed hereto; and

BE IT FURTHER RESOLVED, that the Town of New Lebanon Fee Schedule as annexed hereto and adopted hereby shall supersede all previous fee schedules of the Town of New Lebanon to the extent same is inconsistent therewith; and

BE IT FURTHER RESOLVED, that the Town Clerk shall maintain a copy of this Resolution and the fee schedule adopted hereby, and shall make same available for copying and inspection in accordance with law and as the Town Board may direct.

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

Roll Call Vote:

Councilmember Britt Buckenroth	Aye
Councilmember Deborah Gordon	Aye
Supervisor Tistrya Houghtling	Aye
Councilmember John Trainor	Aye
Councilmember Marianna Anthonisen	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: February 8, 2022  
Marcie Robertson  
Town Clerk  
Town of New Lebanon

## Town of New Lebanon Fee Schedule

### Fees Derived from Code

The fees referred to in the Code sections enumerated below shall be as follows:

#### Chapter 71, Animals

Single-Year Application	Application Fee/ Senior Citizen Discount	Mandatory Surcharge	Total Fee/With Senior Citizen Discount
For each dog that is spayed or neutered	\$6.50/5.50	\$1	\$7.50/\$6.50
For each dog that is unsprayed or unneutered	\$12.50/\$10.50	\$3	\$15.50/\$13.50

Optional Three-Year License (When Qualified)	Application Fee	Mandatory Surcharge	Total Fee
For each dog that is spayed or neutered	\$12.75	\$3	\$15.75
For each dog that is unsprayed or unneutered	\$23.55	\$9	\$32.55

#### **Impoundment Fees: Seizure Fee + Shelter Fee + Emergency Veterinary Costs/Expenses**

##### Seizure Fee

First Offense in 1 year period	\$20
Second Offense in 1 year period	\$30
Each Offense Greater than 2 in 1 year period	\$50

Shelter Fee

Per day fee (first ten days)	\$35/day
After tenth day, add'l flat fee	\$300

\*\*\*Any impoundment fees not paid to C-G Humane Society shall be remitted to the Town\*\*\*

**Chapter 81, Building Code Administration**

**§ 81-4K Building Permits**

Roofing Permit	\$50.00
Heating Appliance Installation Permit	\$50.00
New Electric Service Installation Permit	\$50.00
Demolition Permit	\$35.00
Driveway Permit (for driveways regulated under Uniform Building and Fire Prevention Code)	\$50.00
All Other Building Permits	Depends on cost; \$50 minimum
Cost of up to \$2,000	\$50
Cost above \$2,000	\$50.00, plus \$4.00 per \$1,000 of additional estimated cost or fraction thereof

**§ 81-4I Renewals of Building Permits**

First Renewal (12 months)	\$50.00
Second Renewal (Additional 12 months)	50% of original permit fee; \$50.00 minimum
Additional Renewals (Each additional 12 months)	50% of original permit fee, plus 5% of original permit fee for each renewal obtained beyond first 2 renewals; \$50.00 minimum

**§ 81-5D Special Inspection \$50.00**

**§ 81-7F Certificates of Occupancy**

Single-Family and Two-Family Residential	\$50.00
All Other Structures/Occupancies	Depends on project cost
Project cost of up to \$100,000	\$100.00
Project cost of more than \$100,000 but not more than \$150,000	\$150.00
Project cost of more than \$150,000	\$200.00
<b>§ 81-10G Operating Permit</b>	<b>\$100.00</b>
<b>§81-11D Firesafety/Property Inspections</b>	<b>Maintenance \$50.00 per unit (i.e., per tenant space, per building, etc.)</b>
<b>§81-13B Certificate of Occupancy/Compliance Search</b>	<b>\$50.00</b>

**\*\*Tenant Occupancy Verification Fee listed below under additional fees\*\***

**Chapter 88, Campgrounds**

<b>§ 88-5C Camping ground license fees</b>	
At the time of application for the permit	\$25
Upon issuance of the license	\$5 per site based upon the maximum number of sites shown in the application
Minimum fee	\$25

**Chapter 101, Special Events**

<b>§ 101-5C License application fee</b>	<b>\$100</b>
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**Chapter 129, Junkyards**

<b>§ 129-5A Application/Renewal</b>	<b>\$100</b>
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**Chapter 145, Mobile Home Parks**

**§ 145-7 Mobile home park license fees**

At the time of application for the permit	\$25
Application/Renewal	\$20 per site

**Chapter 152, Parks and Recreation**

**§ 152-3 Pavilion rental fee**

Resident	\$50
Nonresident	\$150

**Chapter 179, Subdivision of Land**

<b>§ 179-6A(7) and C</b>	<b>Application subdivision</b>	<b>for</b>	<b>minor</b>	<b>\$100 plus \$50 per lot</b>
<b>§ 179-8A</b>	<b>Application subdivision</b>	<b>for</b>	<b>major</b>	<b>\$500 plus \$50 per lot</b>

**Chapter 185, Taxation**

<b>§ 185-1</b>	<b>Charge for mailing second (or subsequent) notices</b>	<b>\$2</b>
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**Chapter 205, Zoning**

<b>§ 205-11B</b>	<b>Zoning Permit Application</b>	<b>\$25.00</b>
<b>§ 205-11C</b>	<b>Certificate of Zoning Compliance</b>	<b>\$50.00</b>
<b>§ 205-12C</b>	<b>Appeals to ZBA (including interpretations, use variance, and area variance applications)</b>	<b>\$35.00</b>
<b>§ 205-13C</b>	<b>Special Use Permit Application</b>	<b>\$50.00</b>
<b>§ 205-14E</b>	<b>Site Plan Application</b>	<b>\$50.00</b>

**Additional Fees**

<b>Subject</b>	<b>Fee</b>
Tenant Occupancy Verification Fee	\$25
Marriage license (see Domestic Relations Law § 15)	\$40
Marriage transcript	\$10
Death transcript	\$10
Birth transcript	\$10
Individual Town Code chapters and individual ordinances	\$5 per booklet plus \$0.50 per page to a maximum fee of \$25 per booklet
Town History books	\$15
Comprehensive Plan copies	
Color copy	\$35/copy
Black-and-white copy	\$25/copy
Summer Youth Program <sup>1,2,3</sup>	

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<sup>1</sup> Additional fees will be charged for on-site and off-site programs and field trips. These fees will be set by the Summer Youth Camp Director based on the cost of the program or field trip.

<sup>2</sup> Registration fees will be waived for children of Town of New Lebanon employees.

<sup>3</sup> Registration fees must be paid for the entire season. Participation for only part of the season will not result in discounted registration fee.

<b>Subject</b>	<b>Fee</b>
Early registration fees (applicable where final payment is received by June 15)	
Resident (Town taxes paid to New Lebanon)	
1 child	\$480/season
2 children	\$720/season
3 children	\$882/season
4 or more children	\$1002/season
Local nonresident (Town taxes not paid to New Lebanon; school taxes paid to NLCSD)	
1 child	\$810/season
2 children	\$1,200/season
3 children	\$1,620/season
4 or more children	\$1,920/season
Nonresident (Town taxes not paid to New Lebanon; school taxes not paid to NLCSD)	
Per child	\$1,620
Registration Fees (applicable where final payment is not received by June 15)	
Resident (Town taxes paid to New Lebanon)	
1 child	\$600/season
2 children	\$900/season
3 children	\$1,102/season
4 or more children	\$1,252/season
Local nonresident (Town taxes not paid to New Lebanon; school taxes paid to NLCSD)	
1 child	\$1,013/season
2 children	\$1,500/season
3 children	\$2,025/season
4 or more children	\$2,400/season
Nonresident (Town taxes not paid to New Lebanon; school taxes not paid to NLCSD)	
Per child	\$2,025
Swim Program Fees	\$40 per session \$70 for two sessions
Returned check <sup>4</sup>	\$20

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<sup>4</sup> Said fee will be charged for all checks returned by a financial institution for nonpayment (such as “insufficient funds”; “uncollected funds”; etc.) and notice thereof will be prominently posted in any place where payments are accepted and will be included on any application for which checks are accepted as payment.

**COMMITTEE/LIAISON REPORTS:**

***Assessor (Councilmember Gordon):***

Councilmember Gordon reported the following from the Assessor:

This month the assessor is working on finishing 2022 assessment changes, processing exemptions and working with the State to determine the 2022 Level of assessment.

The assessor has attended meetings in relation to the trends in the market and how they are affecting New Lebanon's Level of assessments. The overall sales to assessment ratio is approximately 85% due to the increase in the market. However, that is only the residential Ratio. Overall, including vacant land and commercial the assessor is aiming for a level of all assessments to be at 90%.

The reassessment slated for the 2023 Roll year will bring assessments back up to 100%.

Work has been started on the 2023 reassessment. That work includes cleaning up data files and verifying sales information.

All exemption renewals and new applications are due by March 1st. We are still missing a significant amount. Please send it in as soon as possible.

***Building Department (Councilmember Buckenroth):***

Councilmember Buckenroth stated no news to report at this time.

***Business & Economic Development (Councilmember Gordon):***

Supervisor Houghtling reported that they had a meeting last night and they were brainstorming their priorities for 2022. They want to support the food access for New Lebanon, they are excited about the Grant that Josh Young has gotten for the indoor farmer's market. They are hoping to have the next mailer that is sent out to be focused on food access. They discussed getting weigh in from local downtown business if they are interested to find out more on infrastructure. They talked about the LVC and the formation of that which is one of the things that they budgeted for this year. Monte talked about partnering with the CEDC which already has that organization set up and maybe piggybacking with them because they already have the development corporation that can apply for grants, give out loans, etc. They plan to invite Mike Tucker, Chair of the CEDC to their next meeting. They also discussed health access in New Lebanon.

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

**Peg Munves, CAC member reported** the following:

Estuary Program grant not awarded for revising Open Space Inventory and creating Open Space Index – we will reapply and look for other ways to get this done.

Trees for Tribs proposed plan for redo and additional planting will be presented at the next Town Board meeting; it is not very complicated.

We have formed a couple of subcommittees: one to work on Water issues in Town that includes David Farren and Bill O'Neill and one to look at CLOSING the landfill. The landfill committee will be made up of some CAC members and other interested parties.

Steve Powers is spearheading this effort, and Tyler Fogg of the CAC will also join in. If anyone is interested in helping please reach out to him or Supervisor Houghtling.

**Bruce Shenker, Environmental Management** reported the following:

- 1.County Climate smart has selected Astral Power and Nexamp as community solar providers. Approved by government committee awaits full board approval
2. Climate Carnival on July 16 , Supervisor Houghling co-chair will include free store , bike recycling and repair cafe in addition to education opportunities and free access for vendors
- 3.Natural Resources Inventory training is planned, nothing specific yet
- 4.board approved letter of support for the Capital District Community Energy Group to NYSERDA in Albany, NY. The Capital District Community Energy is a group of organizations involved in education and Clean Energy programs covering eight counties in the Capital Region. The organization's request for support is to enable outreach and develop a clean energy workforce and business community.
5. Shaker swamp conservancy raised over 5000 in matching funds to use for matching grant for a request for \$7500 from Hudson River Valley greenway trails program for a feasibility study on a trail through swamp

**Steve Powers, CSC Chair** reported the following:

The CSC received approval from NYSERDA to start our Heat Pump campaign and we will be able to include the two residents who just got them so we only need 3 more sign ups to qualify for the \$5000 grant. We will be starting an educational program for residents soon.

For the Spring semester the CSC is working with Cornell on 4 different programs. One is the ongoing search for a grant for an underground tank for LVPA. Another is with Cornell Extension to do a Climate Smart Resiliency Planning study for New Lebanon. We also will be working with another class of Cornell students on a project that will help create local training programs for green jobs in New Lebanon and Columbia County. The forth project will involve another class of students who will help the Task Force improve our social media skills and outreach including to younger audiences.

The Repair Cafe team is planning on holding a mini-Repair Cafe at the indoor Farmers Market on Feb 26. We will advise more details as they become available.

All our other programs are running as normal. Thank you!

***Fire, Law Enforcement & Emergency (Councilmember Trainor):***

Supervisor Houghtling read the following activity summary:

2 Co Alarms, 1 AAPI, 1 Alarm Activation, 1 Service Call with EMS Support, 1 Mutual Aid, 2 Drills, 3 Work Details, 62 People and 78.76 Man Hours.

***Highway (Superintendent Winestock & Councilmember Trainor):***

Councilmember Trainor thanked Highway Superintendent Winestock for his cooperation.

***Historian & LVHS: (Councilmember Trainor):***

***LVHS:***

Councilmember Trainor reported that the LVHS does not have any programs scheduled due to COVID. They have a new member Kyle Kuffel to the board. The board members are busy doing individual research.

***Historian:***

Councilmember Trainor reported the following from the Historian:

Historian's Report

January 1 – February 7, 2022

Took the oath of office.

Resumed office hours.

Met with Sharon Moon and Emily Tinger to discuss steps in research for the Revolutionary War veterans buried in Cypress Hill. Began the process and developing an outline.

Answered several inquiries: food distribution program; Bostwick School House on Canaan Road/Stonehouse Road. Will meet with the owner of the property and begin research on the history of the school and possible nomination for the NYS and National Historic Registry. Responded to emails from the NYS Historian, the Museum Association of NYS, and the Association of Public Historians of NYS.

Set up a meeting with Kyle Kuffel to discuss his findings on his property.

Continued to work on the map of historic sites for New Lebanon.

***Justice Court/Constable (Councilmember Anthonisen):***

Councilmember Anthonisen stated no report at this time.

***Library (Councilmember Buckenroth):***

Councilmember Buckenroth stated the library does not meet in the month of February, no report at this time.

***Buildings, Parks & Recreation (Councilmember Buckenroth):***

Councilmember Buckenroth stated that they are hopeful to get ice skating rink up in the next couple of weeks. It is really dependent on Jesse and Donnie schedule as well as the weather.

***Seniors (Councilmember Gordon):***

Mary Young stated that the NL Seniors haven't been meeting due to inclement weather, hopefully they will be able to meet the 18<sup>th</sup> of February. The Office of the Aging won't be meeting again until April.

***Volunteers (Councilmember Anthonisen):***

Councilmember Anthonisen stated that she sent out a sheet for people to brainstorm ways to get the public to volunteer. She will be sending out a survey.

If anyone is interested in volunteering, please contact Councilmember Anthonisen at: [manthonisen@townofnewlebanon.com](mailto:manthonisen@townofnewlebanon.com).

***Comparison Committee (Councilmember Anthonisen & Supervisor Houghtling):***

Supervisor Houghtling reported that they will be meeting with the Building Department this Thursday to see where they left off.

**\*\*COVID numbers are going down and if it stays that way the next months meetings will be in person at the New Lebanon Town Hall with the Town Board being hybrid.\*\***

**ANNOUNCEMENTS:**

***MARCH: (at the Town Hall)***

***Tuesday, March 8<sup>th</sup>, 2022 at 6:50pm- Public Hearing -Intro LL#1 of 2022***

***\*Tuesday, March 8<sup>th</sup>, 2022 at 6:55pm- Public Hearing- Funding/Backhoe Purchase (\*Potential – only if needed)***

***Tuesday, March 8<sup>th</sup>, 2022 at 7:00pm- Regular Monthly Meeting***

***APRIL: (at the Town Hall)***

***Tuesday, April 12<sup>th</sup>, 2022 at 6:30pm- Special Meeting -Interview SYP Asst Prog Dir***

***Tuesday, April 12<sup>th</sup>, 2022 at 7:00pm- 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](mailto:supervisor@townofnewlebanon.com) during the meeting. There were no other emails for POF.

**Jim Carroll** spoke regarding discussion about site plan review for the cell tower or communication tower earlier. He stated that he is confused, the law on site plan review is very explicit, says a new use construction gets a site plan review. There is no exceptions or exclusions. Regardless, if the use table says TSPR, site plan review law, which is newer, says everyone gets one.

**Supervisor Houghtling** responded that CH189 is not anything to do with the CEO or ZEO so anything that is written that has to do with the Building Department doesn't automatically apply to CH189, which is under the Town Boards purview.

There was further discussion between Jim Carroll and Supervisor Houghtling.

**Mary Young** commented on the 911 tower and other locations to compare with.

**Michael Muadin** commented again on the 911 tower and information that he has and has offered his resources to the town.

**ADJOURNMENT:**

A motion was made by Councilmember Trainor, to adjourn the meeting at 9:50pm. The motion was seconded by Councilmember Buckenroth.

Roll Call Vote:

Councilmember Buckenroth -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Trainor -	Aye
Councilmember Anthonisen-	Aye

*Respectfully submitted,*

Marcie Robertson  
New Lebanon Town Clerk