

**MINUTES OF THE REGULAR MONTHLY MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON APRIL 12, 2022**

Present: Tistrya Houghtling, Supervisor
Marianna Anthonisen, Councilmember
(Online)
Britt Buckenroth, Councilmember (Online)
Deborah Gordon, Councilmember
John Trainor, Councilmember

Recording Secretary: Marsha "Marcie" Robertson, Town Clerk

Others Present: Highway Superintendent Winestock
Steve Powers, CAC Member & CSC Chair
Mary Young, NL Rep to CC Office for the Aging & NL Rep
to CC Traffic Safety
Bruce Shenker, NL Rep to CC Env Mgmt Council & CSC
Member (Online)
Sharon Powers, BEDC & QOL Committee
David Farren, CAC Chair (Online)
Ed Godfroy, LVPA
Ted Salem, ZBA & ZRC Chair
Tony Murad, ZBA Chair & ZRC Member
Peg Munves, CAC, CSC & BEDC Member (Online)
Norman Rasmussen, Comprehensive Plan Action Item
Committee
Erminia Rasmussen, BEDC & QOL Committee
Kristyn Kreutziger, SYP Director
Gretchen Stevens, Hudsonia (Online)
Michelle Hoffman, New Lebanon Library
Jeanne Tomlinson, New Lebanon Library
Carl Clemente, Troy Sand & Gravel
Members of the Public

CALL TO ORDER:

The meeting was called to order at 7:17pm by Supervisor Houghtling. The meeting was held in person at the New Lebanon Town Hall, 14755 State Route 22 North, New Lebanon, NY 12125 and online via google meets with members of the public also being able to view the meeting at the following link: https://townhallstreams.com/towns/new_lebanon_ny.

A moment of silence was followed by the flag salute. The emergency exits were pointed out.

MINUTES:

The minutes of the **March 8, 2022 Public Hearing** on Intro LL#1 of 2022 **and March 8, 2022 Regular Monthly 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:

The Supervisor's Report as of March 31, 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 Trainor 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:

Supervisor Houghtling read the following email:

Dear Highway Department Supervisor,

The residents of Lebanon Springs have been requesting the removal of the discarded Guard Rail above the stream on Main Street at the bottom of Old Mountain Road. You have indicated for the last three years that this ongoing issue would be taken care of by your department.

Let me remind you that when the new guard rail was installed 3 years ago the old one was thrown down into the stream and that the DEC asked for it to be removed.

We also request the removal of the discarded guard rail on the west side of Old Mountain Road, 500' up from Main Street which sits next to the new guard rail.

Please take note that the guard rail across from 17 Pool Hill Road was severely damaged in the last month when the residents of 17 Pool were removing large logs with heavy equipment from their property and dumping them into the ravine owned by Paul St. Germain.

We hope that the situation is taken care of in a timely manner without a lot of excuses.

Sincerely,

J. Michael Deegan

Highway Superintendent Winestock responded to the email that it was not the highway department that put the guardrails over the bank and into the water, it was an accident that occurred and they got pushed in and that the guardrails are actually helping to stabilize the bank there. He stated that it will get done someday but that he is busy with ongoing road conditions and maintenance.

Supervisor Houghtling read the following email:

Please answer if the town is trying to transfer mining permit to new owners. If so, how is it legal.. Also how is the dump is going to be closed and at whose cost with that being sold as well. Thanks, Kevin

Supervisor Houghtling responded to the email from Kevin stating that the town has been working with DEC since 2013 to close the landfill and continues to do so. The town has also been advocating with state and federal legislators to try and get funding to close the landfill. DEC has approved the closing of the landfill and the town is on the waitlist.

BUDGET AMENDMENT #3 OF 2022:

Supervisor Houghtling stated that in 2021 the Town Board approved the purchase of a pressure washer for the highway garage and planned to use the sale of the surplus grader to pay for it. Since we are now in a different fiscal year that money has gone back into the unallocated highway fund balance. A budget amendment is being done to bring the money into the budget from that fund balance into highway machinery. The prepared budget amendment had backhoe and that is incorrect, backhoe will be removed.

The other budget amendment is because they put attorney fees into the Planning Board budget separate from the Town Board attorney fees so they can be tracked separately. Supervisor Houghtling stated that for the first couple months of the year she processed the payments for Attorney Ferradino that were supposed to be for the Planning Board out of the general attorney account. This budget amendment corrects that.

General Fund:

\$ 1,610.00 from A-8020.41 (Planning Board - Attorney)
\$ 1,610.00 to A-1420.4 (Attorney – Contractual Expense)

Highway Fund:

\$ 5,882.00 from DA-003409 (Appropriated Fund Balance)
\$ 5,882.00 to DA-5130.2 (Machinery)

A motion was made by Supervisor Houghtling to approve the above noted budget amendment #3 of 2022 as amended with the word backhoe removed. 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. 102 through 144, in the amount of \$34,411.50; and
Highway Nos. 29 through 42, in the amount of \$107,341.63; and
As listed on Abstract No. 4 dated April 12, 2022.

A motion was made by Supervisor Houghtling to pay the bills. 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

OLD BUSINESS:

Traffic Control Signs:

Supervisor Houghtling stated that they budgeted \$6,000 for two traffic control signs. This was tabled so Supervisor Houghtling could determine if the sole source letter from the one vendor that makes a unique speed sign with great features is enough for us not to obtain three quotes per our procurement policy. We do have a sole source exemption in our procurement policy however, Attorney Tingley says it is really for a product only one vendor sells, not a product with features other products don't have. There are many vendors who sell radar speed signs but not with the same features this one has. Attorney Tingley recommended that Supervisor Houghtling either try to get three quotes with the specific features we are looking for specified and then if only one vendor can provide it we can go with that by documenting that we tried to get multiple quotes or by getting three quotes for speed signs that don't necessarily have those features and then if the Town Board determines that the features of one quote add value to it, we can go with a bid that isn't the lowest based on added value that those features add. Supervisor Houghtling obtained

quotes and provided them to the rest of the board. In these quotes, some of the signs will require a trailer to move the sign to different locations and this significantly raised the cost.

The Town Board held further discussion and decided that getting a solar operated sign and a trailer is probably the best option. Supervisor Houghtling will work with Mary Young as the NL Representative to the Columbia County Traffic Safety on the specifics of the signs. It was agreed to table it this month and gather more information to be discussed at the next meeting.

CEA Designation:

Supervisor Houghtling stated they have been working on two different CEA designations. The first, Cool Ravines have a specific definition of steep faces that lead to a ravine. The second is the Warm Spring in the Springs. A Critical Environmental Area is nothing that is automatically regulatory. Supervisor Houghtling continued with further explanation.

The Town Board held discussion. Gretchen Stevens from Hudsonia was online to answer any questions.

Supervisor Houghtling summarized the process; the Town Board will pass resolutions tonight that establish the town as the Lead Agency and schedule the Public Hearing and there are two separate resolutions. The Public Hearing will be held before the May Town Board meeting. Depending on the outcome, they could adopt the CEAs at the May meeting.

The Town Board held further discussion. Councilmember Gordon expressed concerns with the Warm Springs CEA. Gretchen Stevens from Hudsonia responded to Councilmember Gordon's concerns as best as she could not being a hydrogeologist. Town Board discussion continued.

Supervisor Houghtling stated that they have a very long agenda and wanted to move ahead with the resolutions.

WARM SPRING:

TOWN OF NEW LEBANON

RESOLUTION #13, 2022

ESTABLISHING LEAD AGENCY AND SCHEDULING A PUBLIC HEARING ON THE PROPOSED DESIGNATION OF THE WARM SPRING CRITICAL ENVIRONMENTAL AREA

APRIL 12, 2022

At the regular meeting of the New Lebanon Town Board, held at the New Lebanon Town Hall, 14755 NYS Route 22, New Lebanon, New York, duly called and held on the 12th day of April, 2022, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Trainor

RESOLUTION ESTABLISHING LEAD AGENCY AND SCHEDULING A PUBLIC HEARING ON THE PROPOSED DESIGNATION OF THE WARM SPRING CRITICAL ENVIRONMENTAL AREA

WHEREAS, the New Lebanon Comprehensive Plan (“the Plan”) identifies the Warm Spring among the natural resources of high importance to the people of the New Lebanon (§III.B, p. 5); and

WHEREAS, the Plan asserts that “[e]nsuring preservation of its...fine water resources...should be central to the Town’s decision about its future direction and growth” (§III.B, p. 5); and

WHEREAS, the Plan includes among the Town’s natural resource objectives the protection of “surface water, wetlands and groundwater from potential sources of pollution” and the encouragement of “restoration, preservation and protection of the Lebanon Warm Mineral Spring” (§III.B, p. 5); and

WHEREAS, according to hydrogeologic analysis by the New York Rural Water Association, the Warm Spring issues from groundwater originating from shallow and deep sources in a “contribution area” of approximately 108 acres extending north of where the spring emerges near the junction of Spring Hill Road and Pool Hill Road; and

WHEREAS, activities on the land in that contribution area have the potential to affect the temperature, chemical quality, quantity, or flow patterns of the springwater; and

WHEREAS, New York State municipalities are authorized under state law (6 NYCRR § 617.14 [g]) to establish Critical Environmental Areas to bring attention to areas with exceptional or unique character with respect to a natural setting or an inherent ecological, geological or hydrological sensitivity to change; and

WHEREAS, the Town Board of the Town of New Lebanon intends to consider designation of the Warm Spring Critical Environmental Area (CEA), encompassing the emergence site of the Warm Spring and its landscape contribution area;

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of New Lebanon as follows:

1. The Town Board hereby declares itself as lead agency for purposes of conducting the review pursuant to the State Environmental Quality Review Act in connection with the proposed designation of the Warm Spring Critical Environmental Area (CEA).

2. The Town Board has determined that the proposed designation of the Warm Spring CEA is an unlisted action under the State Environmental Quality Review Act and its implementing regulations.
3. The Town Board hereby authorizes the Town Supervisor to execute Part 1 of the Environmental Assessment Form annexed hereto.
4. The Town Board hereby schedules a public hearing on the proposed designation of the Warm Spring CEA, to be held at Town of New Lebanon Town Hall, 14755 Route 22, New Lebanon, New York, 12125, on May 10, 2022, at 6:55 p.m., at which all interested persons shall have an opportunity to be heard.
5. The Town Board hereby directs the Town Clerk to publish the attached Public Notice and Notice of Public Hearing in the official newspaper not less than ten (10) days prior to the date scheduled for the public hearing.
6. The Town Board hereby directs the Town Clerk to post the attached Public Notice and Notice of Public Hearing on the Town Clerk's sign board and on the Town website not less than ten (10) days prior to the date scheduled for public hearing.

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	Nay
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: April 12, 2022

Marcie Robertson

New Lebanon Town Clerk

COOL RAVINE:

TOWN OF NEW LEBANON

RESOLUTION #14, 2022

ESTABLISHING LEAD AGENCY AND SCHEDULING A PUBLIC HEARING ON THE PROPOSED DESIGNATION OF THE COOL RAVINE CRITICAL ENVIRONMENTAL AREA

APRIL 12, 2022

At the regular meeting of the New Lebanon Town Board, held at the New Lebanon Town Hall, 14755 NYS Route 22, New Lebanon, New York, duly called and held on the 12th day of April, 2022, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Trainor

RESOLUTION ESTABLISHING LEAD AGENCY AND SCHEDULING A PUBLIC HEARING ON THE PROPOSED DESIGNATION OF THE COOL RAVINE CRITICAL ENVIRONMENTAL AREA

WHEREAS, the New Lebanon Comprehensive Plan (“the Plan”) identifies the protection of natural resources as a high priority for the people of New Lebanon (§IV.A) and asserts that “[e]nsuring preservation of its...fine water resources...should be central to the Town’s decision about its future direction and growth” (§III.B, p. 5); and

WHEREAS, the Plan includes among the Town’s natural resource objectives the protection of “surface water, wetlands and groundwater from potential sources of pollution” (§III.B, p. 5); and

WHEREAS, the Plan includes among its goals that “important natural resources that occur throughout New Lebanon will be responsibly and sensibly managed and...the Town will work to protect its environment and safeguard it for current and future generations (§IV.A); and

WHEREAS, a cool ravine is a regionally rare habitat where steep, rocky ravine walls flanking a stream create an unusually shady, cool, moist microclimate that often supports plants of more northern affinities or higher elevations and offers a cool refuge for wildlife and plants stressed by the advance of global warming; and

WHEREAS, disturbance of the adjacent forest, the tree canopy, the ravine walls, or the stream can degrade the special habitat conditions of cool ravines; and

WHEREAS, New York State municipalities are authorized under state law (6 NYCRR § 617.14 [g]) to establish Critical Environmental Areas to bring attention to areas with exceptional or unique character with respect to a natural setting or an inherent ecological, geological or hydrological sensitivity to change; and

WHEREAS, the New Lebanon Natural Resources Conservation Plan (included by reference in the Comprehensive Plan) calls for the establishment of Critical Environmental Areas to draw attention to areas of special concern for water resources, biodiversity, and other features of importance to the town; and

WHEREAS, the Town Board of the Town of New Lebanon intends to consider designation of the Cool Ravine Critical Environmental Area (CEA), encompassing four cool ravines and narrow buffer zones;

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of New Lebanon as follows:

1. The Town Board hereby declares itself as lead agency for purposes of conducting the review pursuant to the State Environmental Quality Review Act in connection with the proposed designation of the Cool Ravine Critical Environmental Area (CEA).
2. The Town Board has determined that the proposed designation of the Cool Ravine CEA is an unlisted action under the State Environmental Quality Review Act and its implementing regulations.
3. The Town Board hereby authorizes the Town Supervisor to execute Part 1 of the Environmental Assessment Form annexed hereto.
4. The Town Board hereby schedules a public hearing on the proposed designation of the Cool Ravine CEA, to be held at Town of New Lebanon Town Hall, 14755 Route 22, New Lebanon, New York, 12125, on May 10, 2022, at 6:50 p.m., at which all interested persons shall have an opportunity to be heard.
5. The Town Board hereby directs the Town Clerk to publish the attached Public Notice and Notice of Public Hearing in the official newspaper not less than ten (10) days prior to the date scheduled for the public hearing.
6. The Town Board hereby directs the Town Clerk to post the attached Public Notice and Notice of Public Hearing on the Town Clerk's sign board and on the Town website not less than ten (10) days prior to the date scheduled for public hearing.

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: April 12, 2022

Marcie Robertson

New Lebanon Town Clerk

Old Post Road Property – Mining Permit & Highway Materials /Equipment:

Supervisor Houghtling stated that the mine on Old Post Road that the Town has historically mined was sold. The Town Board held a Special Meeting and agreed to go out to bid on bank run gravel and to look into what the Town's options are with DEC in regards to the mining permit. The Town Attorney was going to look into a proposed agreement with the new owner to keep everything the same as it was with the old owner. The morning after the special meeting Highway Superintendent Winestock came to talk to her and stated that he will not screen gravel at the Old Post Road gravel pit anymore. He stated that he will be removing all town equipment and that he is not interested in any agreement with the new owner.

Supervisor Houghtling stated that she reached out to DEC and they told her the town can transfer mining permit into the new owner's name and then the town doesn't have to spend the money to reclaim the mine. That is an estimated cost of \$7,000 to \$8,000 per acre.

Per Supervisor Houghtling's discussion with DEC; if the town wants to close out the mining permit, we will have to send in a mining termination notice and DEC would send the town a two-year reclamation only permit. No more mining can be done at that point and the town would be responsible for a roughly estimated \$100,000 project to reclaim the mine. If the new owner wants to mine the pit, the town would have to transfer the permit. A permit transfer notice would need to be completed and signed by all parties. The new owner would then have to send DEC a mining application, organizational report and proof of financial security. If the town transfers the permit, the town will not be responsible for reclamation of the mine.

Highway Superintendent Winestock stated that at the Special Meeting he expressed a couple of times that it was screened gravel that he was looking for and not bank run gravel. He asked where they came up with the estimate of \$100,000 for reclamation?

Supervisor Houghtling responded that they estimated \$7,000 to \$8,000 per acre and the mining permit is for 13.3 acres.

Discussion took place with the Highway Superintendent and the Town Board.

A motion was made by Councilmember Trainor, seconded by Councilmember Gordon and approved unanimously to authorize Supervisor Houghtling to work with DEC and the new owner to transfer the mining permit.

Bids – Bank Run Gravel

Supervisor Houghtling stated that we went out to bid for bank run gravel. Highway Superintendent Winestock came in the day after and said he needed screened gravel not bank run gravel.

Supervisor Houghtling stated that we did receive one bid for bank run gravel. She stated that her husband works for the owners of Troy, Sand and Gravel so she is recusing herself from this agenda item. She stated that she recently took a training that directs her to leave the room when she recuses. Supervisor Houghtling left the room.

Town Clerk Robertson read the following bid notice:

NOTICE TO BIDDERS

HIGHWAY DEPARTMENT

TOWN OF NEW LEBANON

COUNTY OF COLUMBIA

NOTICE IS HEREBY GIVEN that the TOWN OF NEW LEBANON is seeking bids for supplying the following items for use by the NEW LEBANON HIGHWAY DEPARTMENT through 7/31/2022:

1. Gravel
 - A- Bank run gravel

BIDS MUST BE SUBMITTED ON THE BID FORM PROVIDED BY THE TOWN:

A – Delivered to the Town Highway Garage in New Lebanon

B – Picked up by the highway department (**MUST INCLUDE IF LOADER IS AVAILABLE**)

Bids must be received in the office of the Town Clerk at the New Lebanon Town Hall, 14755 Route 22 North, New Lebanon, New York, no later than 4:00 pm on Friday, April 8, 2022. Bids will be opened at the Office of the Town Clerk at 4:00 pm on Friday, April 8, 2022 and bids will be considered by the Town Board at the Regular Monthly Meeting at the New Lebanon Town Hall at 7:00 p.m. on Tuesday, April 12, 2022. The Highway Superintendent reserves the right to inspect and/or reject any materials. The Town Board reserves the right to reject any and all bids, or to accept more than one bid as determined by location and needs of the town. All bidders should present the town clerk with a valid mining permit and/or an agreement with the town, must include a “Non-Collusion Bidding Certificate,” and must be submitted on the bid form provided by the town.

Jeff Winestock
Highway Superintendent
3/28/2022

Councilmember Trainor asked Highway Superintendent Winestock what he would like?

Highway Superintendent Winestock replied that he has already asked to have the one bid that was received for bank run gravel to be thrown out. He stated that he already asked Town Clerk Robertson to send a letter to the Town Board letting them know that he does not need bank run gravel, etc.

Town Clerk Robertson responded that she did send this email to the Town Board at his request.

Councilmember Trainor replied to Highway Superintendent Winestock that he doesn't need bank run gravel so they do not need to accept any bid for that product tonight.

Town Clerk Robertson asked if she needs to read the one bid that was received if it is not being accepted at all. Councilmember Trainor responded that he didn't think so.

A motion was made by Councilmember Anthonisen, seconded by Councilmember Trainor and approved unanimously with the exception of Supervisor Houghling who recused, to not except the one bid that was received for bank run gravel.

Broadband Grant Update:

Supervisor Houghtling stated that Patti and Dave from Ghent worked really hard with consolidated to get them to cover more houses for the funding we received. Originally there was only one road in New Lebanon covered in the grant funding (Old Gale Hill Rd) for a total of \$44,367, now there are five roads (Old Gale Hill Rd, Hawthorne Hill Rd, Pine Ridge Pl, Route 13, and Wadsworth Rd) for a total of \$103,254. The total grant funding is \$829,593 for the 4 towns (the original application had NL at only 4.31% of all funding), we are expecting around an \$80,000 shortfall from the 4 towns to cover all houses in all towns. We are working on what that split would look like since some towns got a lot of houses covered and others, like NL, didn't have as many – the hope is to have an agreement with the town's split of the \$80,000 in place for TB approval at our May meeting.

Replace Fencing At Shatford Park:

Supervisor Houghtling stated that prior Councilmember Newton got two quotes on fencing back in August of 2021 and those quotes have now expired. He had them break it into two quotes, one for Route 22 and the other for Old Post Road and the parking lot section. Supervisor Houghtling stated that she reached out to the two vendors that he received the quotes from previously and asked for updated quotes. She stated that at this point, all of the fencing is in need of repair or replacing and recommends going out to bid for the project as a whole instead of splitting it up.

The Town Board discussed the possibility of a different style of fencing on the area of the park by the playground for added safety for kids playing in that area by the road.

Councilmember Gordon brought up concerns with replacing all of the fencing. She feels that all of the fencing does not need to be replaced, that some of the sections are still in good condition and suggested the option of possibly having a fencing company on retainer and replacing sections as they are needed.

Supervisor Houghtling stated that this is similar to the tennis courts and basketball courts that by the time the town updated them, they were so bad they had to be completely redone. She thinks that once the fencing is all replaced that this is a good idea.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously with the exception of Councilmember Gordon who abstained to go out for bids on split rail fencing for Shatford Park for a total of 1,550 linear feet with a two rail, split rail, locust posts and either non-pressure treated rot resistant soft wood or hard wood, removing the old fencing and to specify the type of wood and a proposal for a safety installation for the 240 feet of split rail fence along the park with bids due on or before Friday, May 6, 2022 at 4:00pm and authorizing the Town Clerk to advertise in the local paper.

Replace Swings At Shatford Park:

Supervisor Houghtling stated that there are currently four swings out of nine swing brackets in place. Some have been removed because they are unsafe and the remaining ones have lost the plastic coating on the chains which is required for safety. Supervisor Houghtling stated that she had Councilmember Buckenroth obtain quotes to replace the chains and swings accordingly. She stated that because it is under \$1,000, they do not need multiple quotes.

Councilmember Buckenroth reported that she tried to get everything in one quote but that it is very hard to find a vendor that had the right size of plastic covered chains. A lot of playground vendors max out at 6.5 feet and our swings are very tall.

The town board held discussion. Councilmember Gordon stated that she looked at the existing swings and they look perfectly good to her. She thinks it would be good to replace missing swings but she doesn't see why they need to replace the existing swings.

Supervisor Houghtling responded that they definitely have to replace the chains and she stated that she and Councilmember Buckenroth looked at the existing swings and found that they are very old and are starting to dry rot.

Councilmember Gordon responded that she thinks the swings that are there are perfect.

Supervisor Houghtling responded that she and Councilmember Buckenroth both looked at the swings and saw that the swings are dry rotted and cracking.

The Town Board held further discussion in regard to replacing the swings.

A motion was made by Supervisor Houghtling to authorize Councilmember Buckenroth to order from AAA State of Play, seven cushion edge swing seats, two elite high back bucket swing seats, eighteen H-shackle swing seat double clevis connectors and eighteen D-shackle swing seat single connectors for \$583.00 plus any relevant shipping and handling and to purchase from Tulsa Chain.com, one hundred, eighty feet of coated chain swing chain for a total of \$544.76 which includes shipping. The motion was seconded by Councilmember Buckenroth.

Roll Call Vote:

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

Skatepark:

Supervisor Houghtling stated that they had the skatepark evaluated in November of last year because Councilmember Gordon had concerns that it could have been damaged from sitting out in the elements. The engineer report came back in November of 2021 that it is in fact still usable, it would need some replacement plywood, 2X4's and skate lite. The skate lite material wasn't damaged from the elements, it was from when they had to cut the ramps for transport to the park. Past Councilmember Newton has replacement skate lite material that was given to him with the skatepark. He also has offered to get the town the plywood and 2X4's at cost if the town moves forward.

Supervisor Houghtling stated that Councilmember Buckenroth had concerns that the condition has deteriorated more from November of 2021 to now. Supervisor Houghtling stated that she respectfully disagreed, the pictures that Councilmember Buckenroth showed her were similar to the pictures that were in the report that they received in November of 2021. Councilmember Buckenroth had requested an updated engineer's report that Supervisor Houghtling just received right before the meeting. Supervisor Houghtling stated that she asked Barton & Loguidice for an estimate on how much it would cost for them to do an investigative phase service to give the town an idea on the cost to put the skatepark back together and in working order. That quote came in at \$3,500. Supervisor Houghtling stated that the next step is for the board to decide if they want to spend that kind of money to find out if the skatepark is still usable.

Councilmember Buckenroth replied that she doesn't want to spend any more money on if, if, if scenarios. She stated her next question would be how much is it going to cost to replace the wood that needs replacing and getting it to working order. She stated that she read that engineering report from November of 2021 and she stated that it clearly states that many things need to be replaced. That is the cost that she is wondering about.

The Town Board held further discussion on how to proceed with the skatepark. The board agreed that they don't really want to spend \$3,500 to find out if the skatepark is usable. The board agreed to have prior Councilmember Newton take a look at. The board agreed to table this item.

NEW BUSINESS:

LVPA New Firehouse Proposal:

Supervisor Houghtling stated that they are going to table this item. Ed Godfroy, LVPA stated that they had a meeting and the LVPA is still in the discussion phase in regards to a new firehouse.

Library Update:

Michelle Hoffman, Director of the New Lebanon Library presented to the Town Board that the library is taking part in Digital Navigators of The Hudson Valley, an ARPA funded program coming down through the state library. This is a supplement to what the town is already doing in regards to broadband accessibility for residents. Jeanne Tomlinson, NL Library is available to help connect residents with programs to get low-cost internet service at home, finding devices and assisting residents to navigate the internet. The program is in effect through June 10th, 2022.

Main Street Revitalization:

Supervisor Houghtling stated that a community member approached her, asking about using ARPA funds for a main street revitalization project. Supervisor Houghtling emailed the board and asked for this to be added to the ARPA survey since it wasn't discussed at the last meeting when they were discussing the ARPA survey. She just wanted to put it out there publicly that they are considering this. Councilmember Gordon had helped the town apply for a main street redesign grant that unfortunately we didn't get.

Supervisor Houghtling stated that at the last meeting Councilmember Gordon talked about the town doing anything that they can to help support local businesses and having this be a question on the ARPA survey. Supervisor Houghtling replied that it needs to have an action item and that the BEDC is struggling with how do they help support local businesses. She stated that she thinks a revitalization of that downtown main street could be a way to help support the local businesses and the community.

Tony Murad, ZBC Chair and ZRC member commented that he thinks this would be a great idea and applauds the board for moving forward on this.

The Town Board held a brief discussion on a few different possibilities of the next steps they can take to start moving forward on this revitalization plan.

Assistant Summer Camp Director Appointment:

Supervisor Houghtling stated that the Summer Camp Director had to leave. The Assistant Director position is her appointment to make. The Camp Director, Kristyn Kreutziger did reach out to both applicants for the Assistant Director position after the interviews and informed the Town Board who she wanted to appoint to this position. The appointing authority is hers but Supervisor Houghtling stated for the record that she will be appointing Caitlyn Williams as the Assistant Camp Director for the New Lebanon Summer Youth Program.

Summer Camp Health Director Proposal & Appointment:

Supervisor Houghtling stated that Mary Young has filled the role of Summer Camp Health Director for some time and thanked her, but is no longer able to continue. Supervisor Houghtling stated that they reached out to the high school nurse, Jennifer Aybar-Blenke and she has agreed to step into this position. Mary Young has always done this at no cost to the town. Supervisor Houghtling stated that she let Jennifer know that they aren't expecting her to do it for free and that the Camp Director and the Department of Health could give her an idea of what the position entails and then she could make a proposal to the town of what she feels is fair compensation. Jennifer has asked that instead of compensation, that the town allow three children to attend summer camp at no charge.

Mary Young gave an explanation of what the requirements of the position are for the Town Board. The Town Board held a brief discussion.

A motion was made by Supervisor Houghtling, seconded by Councilmember Buckenroth and approved unanimously to appoint Jennifer Aybar-Blenke as the Summer Camp Health Director in trade for three camp registrations.

DOT Request – Route 20:

Supervisor Houghtling stated that she had a concerned resident reach out to her regarding a safety concern in front of the resident's house on Route 20 by the elementary school and Supervisor Houghtling had Mary Young, NL Rep to CC Traffic Safety report on this.

Mary Young, NL Rep to CC Traffic Safety reported to the board that there were a number of concerned citizens with a spokesman who came to her and Supervisor Houghtling to express their concerns. Mary Young presented the following concerns:

Concerned citizens in West Lebanon contacted the supervisor regarding their desire to change Rt 20 to no passing the entire length of the 45 mi per hour speed limit area by the elementary school. The concern is that traffic entering the limit area may or may not slow down but just after mile marker 8122101 going east address 1549, the signage on the road changes from no passing to passing for a short distance and ends in front of School House Road, address 1517. Traffic especially trucks then pass others who may be following the posted speed which poses a safety risk for anyone trying to pull onto route 20, cross route 20 on foot and the school buses as they leave the school. They are also concerned about the speed which traffic flows during the hours of 4-6pm during the week going east and Saturday and Sunday morning from 7-9am going west.

The resident population has increased since the speed was originally reduced with an increase in mobile homes in the park with an increase in children. There are school signs placed going both directions indicating that there is a school within the speed restricted area.

The residents are requesting that the town request from the state:

- 1. Safety study to change the road to no passing the entire length of the 45-mile limit area*
- 2. Increased signage i.e.: No passing signs going east and west*
- 3. Repaint the road to remind drivers that there is no passing allowed.*
- 4. Speed reduction to 35 miles per hour in that area.*

Tistrya and I met with the spoke person for the residents and agreed to bring this to the Board and with your approval write a letter to the State requesting these items. I have written to the Traffic Safety Committee for Columbia County and the State representative on this committee to see if there is a form, we use to change signage on the road and to add signage, with no response yet. Tistrya does have the form we use to request a drop in speed. The residents have signed a petition to add to our letter if agreed on.

I have contacted the County Sheriff's Office and the State police regarding the speeding infractions and have received an email from the State Police that they will vary their times in the area to try and reduce the speeding infractions.

Do you have any questions?

Mary Young T&S rep.

Supervisor Houghtling asked if any Town Board member wished to make a motion.

A motion was made by Councilmember Gordon, seconded by Councilmember Trainor and approved unanimously to authorize Supervisor Houghtling to request a safety study from NY State DOT to change the road to no passing the entire length of the 45-mile limit area, increased signage i.e.: no passing signs going east and west, repaint the road to remind drivers that there is no passing allowed and a speed reduction to 35 miles per hour in that area.

EXECUTIVE SESSION:

A motion was made by Supervisor Houghtling to enter into an executive session at 9:10pm for the purposes of discussing the medical, financial, credit or employment history of a particular person/corporation or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion or suspension

and inviting the town's labor attorney, Elena DeFio Kean. 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

A motion was made by Supervisor Houghtling to exit Executive Session at 9:26pm. 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

A motion was made by Councilmember Gordon to authorize the Town Supervisor to execute on behalf of the Town the Collective Bargaining Agreement between the Town of New Lebanon and the Teamsters Local 294. 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

Shatford Park Road - Potholes:

Supervisor Houghtling stated the road through Shatford Park has a lot of potholes and historically Highway Superintendent Winestock has fixed them for the town however in recent years he has refused. Supervisor Houghtling suggested that maybe Councilmember Trainor could ask him nicely and, if he says no, it can be publicly documented and then we can discuss how to proceed in fixing them.

Councilmember Trainor stated that he was not able to speak with the Highway Superintendent but he did leave a voicemail message for him and he plans to follow up.

Mary Young commented that when they filled the holes the last time, prior Councilmember Newton had the Park Superintendent take care of it and it was funded out of the parks account.

New Splash Pad In Shatford Park – Engineered Plans:

Supervisor Houghtling stated that they budgeted \$75,000 for a new splash pad. The engineering quote came in at \$9,300. She stated that they received a quote from Barton & Loguidice. If the board approves B&L moving forward, they will have us plans and bid docs by our May meeting at which point we can go out to bid and accept bids at our June meeting to hopefully have construction start right away. There was no Town Board discussion.

A motion was made by Supervisor Houghtling to accept the proposal from Barton & Loguidice for \$9,300 for the splash pad engineering. The motion was seconded by Councilmember Anthonisen.

Roll Call Vote:

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

CSC Resignation:

Supervisor Houghtling stated that unfortunately they received a letter of resignation from the CSC from Josh Young.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to accept the resignation from Josh Young from the CSC.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously to go out for letters of interest for the CSC vacancy with letters of interest due to the Town Clerk's office by Friday, May 6th, 2022 at 4:00pm and for the Town Clerk to notice the paper.

Recreation Commission Request – Food Truck Event:

Supervisor Houghtling stated that the Recreation Commission is holding a food truck event in Shatford Park. There is a \$100 annual fee for an operating permit that the town charges for food trucks to operate in New Lebanon. The Recreation Commission would like the food trucks for the event to not have to pay this fee and since Supervisor Houghtling doesn't think it's fair to give a yearlong permit for free as some of the participating food trucks have already paid this fee to operate in New Lebanon and then others could compete with them

outside of this event without having to pay the fee. Supervisor Houghtling stated that she spoke with Jeff Hattat our CEO and we think it makes sense for the Town Board to consider authorizing him to do a fire and safety inspection on the day of the event for all food trucks and allowing them to operate that day only without paying the permit fee, then if they want to operate in New Lebanon outside of the event, they would still obtain the required permits from the building department. There was no discussion by the Town Board.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to authorize our CEO to do a fire and safety inspection of all of the food trucks participating in the Food Truck Day through the Recreation Commission for no fee.

Policy Review – FMLA Policy, CDL Policy & NYS Public Employer Health Emergency Plan:

Supervisor Houghtling stated that the FMLA and CDL policies were prepared by the town's labor attorney in the fall of 2021. The Town Board did not see any changes to be made on the policies being reviewed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to mark the FMLA Policy, CDL Policy and NYS Public Employer Health Emergency Plan as reviewed by the Town Board with no edits.

Comprehensive Plan Action Items – Direct Committees To Take Action:

Supervisor Houghtling stated there are more actions for the Comprehensive Plan.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to direct the BEDC to work toward development of an official entity (e.g., Development Corp) to pro- actively pursue economic development and to develop a conceptual framework for this effort and submit it for approval to the Town Board by June of 2023.

A motion was made by Supervisor Houghtling, seconded by Councilmember Buckenroth and approved unanimously to direct the BEDC to expand the Town website to feature Town attractions and resources and maintain an event calendar, with the website to be online by September of 2022.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen and approved unanimously to designate the Quality of Life Committee as the working group to examine what other towns are doing to accommodate the needs of older residents and to retain/attract younger individuals and families and for the Quality Of Life Committee to submit an action plan and conceptual framework to the Town Board for approval by December of 2022.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen and approved unanimously directing Mary Young to present the Town Board with the pros and cons of joining the Complete Streets program to make roads convenient, safe, and efficient for all users by June of 2023.

Supervisor Houghtling stated that there are two more action items of the Town Board, they are:

“The Town Board will develop a Capital Improvement Plan to plan and budget for updates needed to ensure that Town facilities and roads adequately meet resident needs.” Supervisor Houghtling stated that this is very similar to a project that she has already volunteered for but has not had the time to do. She thinks this should be tabled at this time.

And *“The Town Board will form a Committee to update this Comprehensive Plan in the form of an addendum.”* Supervisor Houghtling stated that she doesn't think they need to decide now but to keep it on their radar.

Creation Of Bookkeeper:

Supervisor Houghtling stated her salary was increased from 17 hours a week to 24 hours a week coming into 2022. She kept a calendar for the first 6 weeks of 2022 and I am still working 35-40 hours a week as the work of the office cannot be done in 24 hours. She stated that she had two Town Board members come to her in January suggesting that they revisit her salary because they would like it to be more than 24 hours because she is working 40 hours and she should be paid for the hours that she is working. Supervisor Houghtling explained to the board members that they cannot change an elected official's salary except at budget time because there is a process and the public should have a say in. Supervisor Houghtling said that if the Town Board is so inclined, they could bring in a bookkeeper position for 13 hours a week, would be her proposal. That would be much closer to the 40 hours that she is actually working. That is something that the board is allowed to do.

Supervisor Houghtling stated that her request is 13 hours a week at \$20 per hour. Per the request of Town Board members, she created a job description for this position, to make sure that the Deputy Town Clerk and this bookkeeper position weren't doing the same duties. She stated that the only two duties that were the same were notary services and voucher preparation. She stated that the Town Board, on purpose for checks and balances, split the vouchering up, it used to all be through the Town Clerk's office.

Supervisor Houghtling stated that she had questions from Town Board members about how this used to be. She stated that there are duties in this new position that were done in the Town Clerk's office when she was in there. She stated that she wants to clear on many things that have changed, it is not that Town Clerk Robertson is not efficient or sitting around twiddling her thumbs, her office is very busy and packed with work. She stated

that when she came into the Town Clerk's office she had a fully trained Deputy, she didn't have to train a new person, all she had to do was learn her job. She stated that the two jobs are very different, the Town Clerk and the Deputy Town Clerk do some overlap but for the most part totally different things. She stated that she just had to learn the Town Clerk job, she had a Deputy that had been there about six years or so who did all of the front-end stuff and she didn't have to worry about any of that.

Supervisor Houghtling stated that Town Clerk Robertson had a new Deputy to train and there have been times that Town Clerk Robertson has been running the office by herself. It is a two-person office so if there are 8 weeks that a two-person office is run by one person there is catch up work to be done. Supervisor Houghtling stated that PESH came into the Town Clerk's office towards the end of her term and that created extra work in that office. She stated that when she was Town Clerk, you had seven committees, you advertised once a year and that was it. Now, since COVID every single month for every committee Town Clerk Robertson has to send out the meeting information, and maintain the website for them all. She stated that we have a very active BEDC and CSC that didn't exist before and the website posting has increased. Supervisor Houghtling stated that the work has increased substantially and part of that is that they are a very active board, so both the Town Clerk's office and the Supervisor's office are going to have an increased workload.

Supervisor Houghtling stated that she is asking the board to create a position for 13 hours a week that is not a huge budgetary lift or as a board they can look at what she can cut out of her workload to make it fit into the hours that she is being paid for.

The Town Board held discussion and they agreed that the work has increased and that they need to create the bookkeeper position.

A motion was made by Supervisor Houghtling to create a bookkeeper to the Supervisor position for 13 hours a week at \$20 per hour with the proposed job description as sent to the Town Board and to move \$9,620 from General unallocated fund balance into A-1220.11 to fund that position through the end of 2022. 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

Supervisor Houghtling stated that the appointment of the bookkeeper position is hers as Supervisor, similar to how the Deputy Town Clerk is appointed by the Tow Clerk.

Supervisor Houghtling stated that she would like to appoint Ashley Saviano as her bookkeeper. Ashley is 27 hours a week in the Town Clerk's office and with the 13 hours in the bookkeeper position it will bring her to 40 hours a week, with the understanding that her hours are never to exceed 40 hours a week. So, if she has to work more in the Town Clerk's office, she will work less in the bookkeeper position and the hours in the Town Clerk's office comes first because she was in the Town Clerk's office first.

Camera System At The Pavilion:

Supervisor Houghtling stated we installed a camera system at the pavilion due to vandalism that was occurring. In the fall of last year there was a leak in the water filter and the monitor and equipment got damaged. We will be receiving an insurance check to cover this cost plus the replacement cost of the internet router and equipment that was damaged and the wall that got water damage.

A motion was made by Supervisor Houghtling authorizing Doyle Security to re-install the damaged equipment for a total cost of equipment and labor of \$1,369.62. 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

COMMITTEE/LIAISON REPORTS:

Assessor (Councilmember Gordon):

Councilmember Gordon reported the following from the Assessor:

I am completing the Tentative Roll File right now and sending it to the County today to have it reviewed and printed.

I will run a legal notice to announce the Tentative Roll will be published on May 1 and when/how to file a grievance.

Grievance day this year is May 25th. I do not really expect to have any or at least very few complaints.

Now it will be on to getting the reassessment going for 2023!!!!

Building Department (Councilmember Buckenroth):

Councilmember Buckenroth stated no report this month.

Business & Economic Development (Councilmember Gordon):

Supervisor Houghtling, reported the following:

The BEDC took on two out of the four tasks that the Town Board tasked the BEDC from the Comprehensive Plan. Two have been assigned to sub-committees and they are still working on the other two.

The Infrastructure sub-committee is starting to reach out to businesses to gauge their interest in learning more about potential public sewer and/or water.

The Outreach & Marketing sub-committee is almost done with their tourism brochure which will come before the Town Board for final approval before going to print.

CAC & Environmental Management & Climate Smart Task Force

(Councilmember Gordon):

David Farren, CAC Chair reported the following:

David thanked the Town Board for moving forward with the CEA. At their meeting last night, they discussed the water study and the unknowns that are still out there. They discussed the town landfill and how much progress has been made. They also discussed their deadline to submit to the town newsletter.

Steve Powers, CSC Chair reported the following:

The CSC held a successful webinar about heat pumps via the library on April 9. We had 23 attendees and, as a result, I've already heard from 4 residents who intend to install them which will put us over the minimum 5 required to get the \$5000 grant for the town from NYSEERDA. The next heat pump webinar will be on May 5 at 6:30pm.

We are preparing to piggyback on the CC Community solar program so that residents and businesses in New Lebanon can avail of existing capacity in solar farms and get up to 10% off their electric bills.

We are working with Mary Young to devise a plan for bike racks in town as requested by the Town Board and the Comp Plan.

The CSC compost subcommittee met with Darrow School staff to hear about their plans to install a high-tech composting harvester that will allow all forms of food waste including meat to be turned into compost fairly quickly. They are looking to work with town residents who could also contribute their personal food scraps. We will keep the Board posted on the progress.

We will have our Roadside Cleanup event on April 23 starting at Shatford Park at 10am and spend about 1 hr cleaning various roads in town. We invite everyone including families to join us.

A Pop-up Repair Cafe was held on March 26 at the indoor Farmer's Market and we have another scheduled for April 30 at the Farmer's Market 12-3pm.

Tara has informed us that after we complete the Heat Pump campaign and can show that the town has a reduction in energy usage from past actions like community solar, LED lights etc we will qualify for a \$10000 grant.

After being approached by Scenic Hudson, the CSC approved requesting the Town Board to send a letter of support for the NY NJ Watershed Protection Act which is federal legislation that will commit funds necessary to protect our communities and restore the Hudson Estuary.

A motion was made by Councilmember Buckenroth, seconded by Councilmember Anthonisen and approved unanimously to authorize Supervisor Houghtling to send a letter of support for the NY NJ Watershed Protection Act.

We heard from a new company that does electronics recycling and will accept screens other than TVs for free, unlike the previous company. They will also run the event without needing our assistance. We are asking permission to schedule one in the Spring, and I will check with Marcie tomorrow for the first available date in June so we can get it in the Town Newsletter coming out May 01.

Jeff Hattat, the Town Code Enforcement Officer, did training last week and was told that the NY Stretch code will be enacted next year and if the town signs on before June 30, we will get a \$5000 grant and 1200 points in the CEC program which will put us over 3000 points and qualifies for an additional \$10,000 grant. We are asking the Town Board to sign on to the NY Stretch code now so we can get the grants.

The Town Board was in agreement in having Supervisor Houghtling have the town attorney draft a local law to sign onto the NY Stretch code.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously authorizing Steve Powers to set up an electronics recycling day at no cost to the town.

Bruce Shenker, Environmental Management reported the following:

I missed the last EMC meeting and going over the minutes the main things that were discussed was the county solarize campaign and the county solid waste plan that are covered by CSC and CAC reports. The only local news is that the Shaker Swamp Conservancy was awarded a \$7500 grant from Hudson Valley Greenway to hire a team to do a feasibility study for a walking trail in the swamp.

Fire, Law Enforcement & Emergency (Councilmember Trainor):

Councilmember Trainor read the following activity summary:

March: 2 other activities, 3 Drills & Training, 2 AAPI, 1 Service Call, 2 alarm activations, 1 tree on wire, 1 smoke investigation 91 People and 162.79 Man Hours.

Highway (Superintendent Winestock & Councilmember Trainor):

Councilmember Trainor plans to talk with Jeff regarding the potholes in the park road.

Historian & LVHS: (Councilmember Trainor):

Historian:

Councilmember Trainor reported the following from the Historian:

March 8 - April 11, 2022

On March 21 Sharon Moon and I were the speakers, along with DAR Historian Doris Harrington, at the meeting of the Hendrick Hudson Chapter of NSDAR at the chapter house in Hudson. We spoke on the Cypress Hill project to identify the veterans of the American Revolution buried there and restoration of their gravestones. The Hendrick Hudson Chapter is a sponsor of the project along with the Cemetery of the Evergreens Board of Trustees.

After a winter hiatus, the monthly meetings with Glenn Fischer started. We talked about the Cypress Hill project and Glenn's research.

On March 29 I met with Kyle Kuffle and Matt Carr to review the artifacts that will go in the display case. We agreed that this exhibit will be of items from the Colonial Period of New Lebanon's history. We have a target time frame of the end of May to have the exhibit ready.

On April 11 I participated in a Zoom meeting of the Columbia County Historians. We discussed the County on-line tourism map and have tentatively set a date for its going live in July. The county historian talked about the planning for the 250th celebration of the founding of the United States in 2026. I volunteered to be on the education subcommittee for the county.

My new office hours are Wednesdays 10 - 1. I am in the office at other times during the week. The best way to reach me is via email historian@townofnewlebanon.com. I continue to answer emails and respond to phone calls. The focus of research is on New Lebanon and the American Revolution. Sharon Moon and Emily Tinger have volunteered their time to help on the project.

LVHS:

No report, it was skipped over.

Justice Court/Constable (Councilmember Anthonisen):

Councilmember Anthonisen stated no report at this time.

Library (Councilmember Buckenroth):

Councilmember Buckenroth no report.

Buildings, Parks & Recreation (Councilmember Buckenroth):

Councilmember Buckenroth reported that Samantha Long is doing a great job planning events with the Recreation Commission.

Seniors (Councilmember Gordon):

Mary Young reported the following:

Office of the Aging: no report other than the meeting resume next week.

Mary Young OFA rep.

Volunteers (Councilmember Anthonisen):

Councilmember Anthonisen stated not much to report.

If anyone is interested in volunteering, please contact Councilmember Anthonisen at:

manthonisen@townofnewlebanon.com.

Comparison Committee (Councilmember Anthonisen & Supervisor Houghtling):

Supervisor Houghtling reported that they had a meeting today, the next step, the Building Department has defined four towns that they feel is a good comparison to New Lebanon and Jeff Hattat is going to reach out to their CEO's and they are going to arrange meetings with Councilmember Anthonisen, herself, Jeff and Cissy to ask questions, compare budget, activities report, etc.

Quality of Life Committee (Councilmember Anthonisen, Councilmember Buckenroth & Supervisor Houghtling):

Supervisor Houghtling reported that they decided as a group that the first project they want to look at is housing.

Comprehensive Plan Action Item Update (Supervisor Houghtling):

Supervisor Houghtling reported Norman has reached out to the committee chairs, working with defining where they are with their schedule and prepared a spreadsheet.

See ADDENDUM A

County Update (Supervisor Houghtling):

Supervisor Houghtling reported that not much to report.

ANNOUNCEMENTS:

MAY: (at the Town Hall)

Tuesday, May 10th, 2022 at 6:50pm- Public Hearing (Cool Ravine)

Tuesday, May 10th, 2022 at 6:55pm- Public Hearing (Warm Springs)

Tuesday, May 10th, 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 during the meeting. There were no other emails for POF.

HIGHWAY DISCUSSION:

Supervisor Houghtling stated that the Town Board last year was considering putting it out to the people, this is something that would be subject to a mandatory referendum, so it would be up to the voters to decide of giving the choice as to whether the Highway Superintendent remains an elected position or becomes an appointed position. She stated that she gets a lot of members of the public reaching out to her to get things done and when she explains that she can ask nicely for thing to be done by the Highway Superintendent, he is very autonomous, he is the most autonomous elected official and the Town Board really only has a say over the budget.

Supervisor Houghtling stated that she wants to be clear that Highway Superintendent Winestock has said publicly multiple times that he is not running again, that he is retiring. If this is something that they were ever going to do, this is the time to do it. It would not take effect until the current Highway Superintendent’s term is over. If this is something they want to consider, they will have to pass a Local Law by July and if the law passes then it will go onto the ballot in November and then it is up to the voters. She stated that the Town Attorney did say that there are pros and cons of both. When it is an appointed position the Town Board has much more oversight and say in what they want of the Highway Department. With that comes more responsibility.

Supervisor Houghtling stated that the way she looks at it is, it is mandatory referendum, why not give the voters the choice. The Town Board was in support and agreement of moving forward to get it put on the ballot.

ADJOURNMENT:

A motion was made by Supervisor Houghtling, to adjourn the meeting at 10:26pm. The motion was seconded by Councilmember Anthonisen.

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

Addendum A

GANTT CHART

PROJECT TITLE		New Lebanon Comprehensive Plan					
PROJECT MANAGER		Norman					
WBS NUMBER	TASK TITLE	TASK OWNER	START DATE	DUE DATE	DURATION	PCT OF TASK COMPLETE	Comments
1	CAC						
1.1	The CAC will submit a proposal for the adoption of Critical Environmental Areas (CEAs) to the Town Board	CAC	1/1/22	12/31/22	360	0%	3/30/22 - CEAs will be submitted to the TB at the April meeting.
1.2	The CAC will update the 2014 Open Space Inventory and create an Open Space Index	CAC	1/1/22	12/31/23	720	0%	3/30/22 - David reports that they are 1 year behind schedule but efforts continue.
1.3	The Town will direct the CSC, with CAC assistance, to update the Town's Hazard Mitigation Plan, taking into consideration the 2021 climate vulnerability study.	CAC	1/1/22	12/31/22	360	0%	3/30/22 - Update to be provided by the CSC.
2	ZRC						
2.1	The ZRC will submit a proposal for the adoption of overlay zones to the Town Board.	ZRC	1/1/22	6/30/23	539	0%	3/15/22 - Ted reports they are on schedule.
2.2	The Town Board will 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. The ZRC will submit a proposal for these regulations.	ZRC	1/1/22	12/31/22	360	0%	3/15/22 - Ted reports they are on schedule.
3	BEDC						

A mubnsbba

									3/21/22 - Due date for conceptual framework moved to 12/31/22 at Monte's request.
3.1	The Town Board will direct the BEDC to work toward development of an official entity (e.g., Development Corp) to proactively pursue economic development. The BEDC will develop a conceptual framework for this effort and submit it for approval to the Town Board.	BEDC	1/1/22	12/31/22	360	0%			
3.2	The Town Board will direct the BEDC to develop a targeted marketing strategy to attract businesses to the Town. The BEDC will submit a plan to the Town Board for approval.	BEDC	1/1/22	9/30/22	269	0%			
3.2.1	The BEDC will expand the Town website to feature Town attractions and resources and maintain an event calendar.	BEDC	1/1/22	9/30/22	269	0%			
3.2.2	The BEDC will arrange for a needs analysis, and, if a need is determined, an initial cost benefit analysis. If warranted, the BEDC will take the lead to conduct a feasibility study for municipal water and sewer in certain areas of the Town.	BEDC	1/1/22	6/30/23	539	0%			
4	Town Board								
4.1	The Town Board will form a working group to examine what other towns are doing to accommodate the needs of older residents and to retain/attract younger individuals and families. The working group will submit an action plan and conceptual framework to the Town Board for approval.	TB	4/30/22	12/31/22	240	0%			
4.1.1	The Town Board will form a working group to examine what other towns are doing to accommodate the needs of older residents and to retain/attract younger individuals and families.	TB	1/1/22	4/30/22	119	0%			
4.1.2	The working group will submit an action plan and conceptual framework to the Town Board for approval.	WG	5/1/22	12/31/22	240	0%			
4.2	The Town will consider joining the Complete Streets program to make roads convenient, safe, and efficient for all users.	TB	1/1/22	6/30/23	539	0%			

4-3	The Town Board will designate a member to work with Columbia County agencies to extend/increase transportation service for the elderly and disabled in New Lebanon, including flexible innovations.	TB	1/2/22	2/28/22	56	100%	Mary Young was designated.
4-4	The Town Board will form a Committee to update this Comprehensive Plan in the form of an addendum	TB	1/1/22	9/30/23	629	0%	The due date is the date by which the committee should be formed.
4-5	The Town Board will form a Health and Wellness committee whose purpose is to improve information disbursement to residents.	TB	1/1/22	3/8/22	67	100%	
4-6	The Town Board will develop a Capital Improvement Plan to plan and budget for updates needed to ensure that Town facilities and roads adequately meet resident needs.	TB	4/30/22	9/30/22	150		
4-8	The Town Board will direct the CSC to develop a plan for alternative methods of transportation and routes to promote multi-modal transportation throughout Town, with a focus on the old railroad bed.	TB	6/1/22	12/31/22	210		
4	Services for the Aged/Disabled						
4-1	The Town Board will designate a member to work with Columbia County agencies to extend/increase transportation service for the elderly and disabled in New Lebanon, including flexible innovations.	Mary Y	3/1/2022	TBD	#VALUE!	0%	3/30/22 - Mary has met with the county sucommittee on transportation. She has also been working with NLCSO, AAAA, and the sheriff.
4	Town Historian						
4-1	The Town Historian will work with the Columbia County Historians group to create an online map of historic places.	TH	1/1/22	12/31/22	360	0%	
4	Recreation Commission						

4.1	<p>The Town Board will direct the Recreation Commission to develop a community recreation plan</p> <p>The Commission will develop the plan that at a minimum will 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/multiage recreation center; assess the benefit of forming a Friends of Shattford Park; and the potential to better utilize NLCSO resources.</p>	RC	1/1/22	9/30/22	269	0%	3/23/22 - Samantha advises that progress will begin after they receive the results of a survey by the Town Board.
4	CSC						
4.1	<p>The Town will direct the CSC, with CAC assistance, to update the Town's Hazard Mitigation Plan, taking into consideration the 2021 climate vulnerability study. The CSC will submit a draft updated Hazard Mitigation Plan to the Town Board.</p>	CSC	1/1/22	12/31/22	360	0%	3/30/22 - on schedule
4.2	<p>The Town Board will direct the CSC to develop a plan for alternative methods of transportation and routes to promote multi-modal transportation throughout Town, with a focus on the old railroad bed.</p>	CSC	1/1/22	12/31/22	360	0%	3/30/22 - on schedule
4.3	<p>The CSC will develop a strategy to encourage the placement of bicycle racks in commercial and recreational areas.</p>	CSC	1/1/22	9/30/22	269	0%	3/30/22 - on schedule