

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

Present: Tistrya Houghtling, Supervisor
Marianna Anthonisen, Councilmember
Deborah Gordon, Councilmember
John Trainor, Councilmember

Absent: Britt Buckenroth, Councilmember

Recording Secretary: Marsha “Marcie” Robertson, Town Clerk

Others Present: David Farren, CAC Chair
Peg Munves, CAC & BEDC Member
Mary Young, NL Rep to CC Office for the Aging & NL Rep
to CC Traffic Safety
Ed Godfroy, LVPA
Monte Wasch, Planning & Ethics Board Member, BEDC
Chair (7:18pm)
Sharon Powers, IT Website Support & BEDC
Tony Murad, ZBA Chair & ZRC Member
Steve Powers, CAC Member & CSC Chair
Robert Murphy, Barton & Loguidice
Jerrine Corallo, LaBerge
Members of the Public

CALL TO ORDER:

The meeting was called to order at 7:00pm by Supervisor Houghtling. The meeting was held in person at the New Lebanon Town Hall, 14755 State Route 22 North, New Lebanon, NY 12125 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 **June 14, 2022 Public Hearing** Intro LL#2 of 2022, **June 14, 2022 Public Hearing** Intro LL#3 of 2022, **June 14, 2022 Regular Meeting** and **June 24, 2022 Special Meeting** on the Splash Pad Project.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously with the exception of Councilmember Buckenroth who was absent to approve the minutes as typed.

FINANCIAL:

Supervisor's Report:

The Supervisor's Report as of June 30, 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 Gordon to accept the Supervisor's report as typed. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

PRESENTATION ON MASTER PARK PLAN GRANT APPLICATION:

Robert Murphy from Barton & Loguidice presented to the Town Board on options for grant applications included in the Master Park Plan. The grant deadline is the end of July so they are hoping the Town Board will choose a grant to have them apply for at the meeting. The grant application is included in the cost of the Master Park Plan.

There was discussion held by the Town Board.

A motion was made by Supervisor Houghtling to authorize Barton & Loguidice to apply for an OPRHP Grant for Shatford Park based on Phase 1 out of the Master Park Plan with a deadline of July 29th, 2022 with a 25% local match. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

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. No one in person spoke and there were no emails received for the first POF.

BUDGET AMENDMENT #6 OF 2022:

Supervisor Houghtling stated that as discussed last month, we approved the \$7,000 for the skatepark slab engineering fees, we approved the four bike racks per the CSC's proposal and put \$1,500 into their .2 account and we are increasing the budget by \$1,144 for the traffic sign.

General Fund:

- \$ 9,644.00 from A-003917 (Appropriated Fund Balance)
- \$ 7,000.00 to A-7140.46 (Playgrounds - Skatepark)
- \$ 1,500.00 to A-8797.2 (Climate Smart – Equipment)
- \$ 1,144.00 to A-3310.2 (Traffic Control)

A motion was made by Supervisor Houghtling to approve the above noted budget amendment #6 of 2022 as typed. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

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

AUDIT OF BILLS:

2022 Bills:

General Nos. 244 through 297, in the amount of \$47,723.57; and
Highway Nos. 73 through 85, in the amount of \$49,208.50;
As listed on Abstract No. 7 dated July 12, 2022.

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

Roll Call Vote:

- Councilmember Buckenroth - Absent
- 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:

We are not finished with 2023 reassessment. It will not be complete on my end until Jan/February. But we are working away at it. Getting all the analysis completed and creating land schedules etc. Final 2022 roll of s complete and published online and available in the Town Hall. Sales in the first half of this year have been a little higher than I expected.

Building Department (Councilmember Buckenroth):

Supervisor Houghtling reported on behalf of Councilmember Buckenroth in her absence, nothing to report at this time.

Business & Economic Development (Councilmember Gordon):

Monte Wasch, reported the following:

RCAP Solutions is a not-for-profit that assists small rural communities in figuring out if municipal water and/or waste water treatment is reasonable and doable for them, and, if yes, helps them with every step of planning and execution. There is no cost to the town for the services of the consultant. The RCAP proposal was discussed at their meeting last month and the BEDC is asking that the Town Board vote on this tonight.

A motion was made by Councilmember Gordon, seconded by Trainor and approved unanimously with the exception of Councilmember Buckenroth who is absent to authorize Supervisor Houghtling to sign the MOU with RCAP Solutions.

The Business and Economic Development Committee recommends that the Town of New Lebanon commission a study into potential water and wastewater treatment systems that could serve downtown New Lebanon as well as the costs and benefits of those systems.

The BEDC makes this recommendation following the results of a petition (first enclosure). This petition has the endorsement of nineteen of the twenty-nine relevant landowners (second enclosure). We regard this as a clear and powerful signal that the landowners in downtown New Lebanon are highly interested in charting a new course toward economic growth and shared prosperity and are highly interested in finding the facts regarding a potential water and wastewater treatment system.

The RFP will define what kind of feasibility study the Town wants. In accordance with the petition, the RFP will aim to generate proposals whose engineering is sensitive to the Town's unique rural needs. It will also aim to generate proposals that describe the expected costs and benefits of the infrastructure they propose compared to a future without any municipal water and wastewater treatment infrastructure.

The Wastewater Subcommittee expects to work with experts to complete its draft RFP. One of these experts would be Candace Balmer of RCAP Solutions, a not-for-profit that assists small rural communities with the planning and execution of municipal wastewater systems.

The BEDC recommends that the Board vote to direct the Supervisor to sign the memorandum of understanding furnished by RCAP Solutions, whose services to the Town are completely free.

Finally, the BEDC and the Wastewater Subcommittee also expect to help identify and evaluate grant opportunities that would defray the costs of the feasibility study.

See Addendum A

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously with the exception of Councilmember Buckenroth who is absent to authorize the BEDC to research potential funding sources for a feasibility study for water and waste water in our downtown business district as well as developing an RFP for submission to the Town Board.

Monte reported that Ellen Ann Kafkalas who has given wonderful service to the BEDC has resigned because her career interests are taking up so much of her time that she no longer has the ability to attend meetings, he stated that he accepts it with regret and asked the Town Board to accept it and would like to advertise for the vacancy.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen and approved unanimously with the exception of Councilmember Buckenroth who is absent to accept the resignation from Ellen Ann Kafkalas from the BEDC.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen and approved unanimously with the exception of Councilmember Buckenroth who is absent to advertise for a vacancy on the BEDC with letters of interest due to the Town Clerk's office by Friday, August 5th, 2022 at 4:00pm.

Our Outreach and Marketing sub-committee reports that the newly revised Business brochure is ready for distribution and is gorgeous. The website is gorgeous. Over 6,000 will be distributed throughout the region, and additional copies will be available. Kudos to Sharon Powers, Erminia Rasmussen and those that participated for the information and design that have gone into this brochure.

The Business and Economic Development Committee (BEDC) continues its work on a wide variety of issues as the Town and County begin to emerge from Covid-19 related restrictions.

We have received a grant of consultative assistance from the Columbia County Economic Development Corporation to prepare a strategic business marketing plan. This is a task assigned to the BEDC by the Comprehensive Plan update of 2021. With this help, we will draw up a plan to target specific business types most suitable for New Lebanon in terms of its location, and consumer needs.

BEDC continues its examination of the existing infrastructure of the Town, particularly in the Town center (routes 20-22 corridor), with emphasis on wastewater systems. In addition, the Town is working with an engineering firm on Town revitalization, in particular a possible “Main Street Technical Assistance Grant”, to prepare a plan to provide funds and other resources for businesses to spruce up structures, plantings, and other projects to make our business center more attractive. In addition, we will be revisiting a plan for a “walkable downtown” to make it easier for consumers to visit our various business establishments.

Josh Young of our Food sub-committee reported on the progress of plans to provide a community refrigerator to house and keep healthy foods for free distribution to the public.

CAC & Environmental Management & Climate Smart Task Force

(Councilmember Gordon):

David Farren, CAC member reported the following:

Thanks again to the Town Board for approving the Warm Spring and Cool Ravines as the first Critical Environmental Areas identified in town. They are the second and third CEAs identified in all of Columbia County, so once again New Lebanon leads the way.

At our monthly CAC meeting last night, we created a new subcommittee and appointed two members to examine closely the proposed improvements to Shatford Park. We’ll discuss the subcommittee’s analysis next month and hope that Barton & Loguidice and the Town Board will be receptive to any recommendations we make. We have concerns about the environmental impact of certain proposals.

The Trees for Tribes project in Shatford Park continue with 75 hours devoted to maintenance so far this spring and summer.

Steve Powers, CSC Chair reported the following:

The CSC is requesting that the Town Board approve the funding of the bike racks that were approved at the last Town Board meeting. The cost is about \$1300 including shipping.

A motion was made by Supervisor Houghtling to authorize the CSC to purchase bike racks up to \$1,500. The motion was seconded by Councilmember Anthonisen.

Roll Call Vote:

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

Recently, Columbia Opportunities completed an energy audit of Town Hall at the request of the CSC. The goal is to find ways to reduce energy usage especially during the winter when cold air seeps in through unsealed gaps in the old section of the building. They found many areas for improvement as indicated in their report.

SUMMARY: Energy audit came up with \$21511 in improvements needed in Town Hall. CSC will be getting NYSEDA grant money of about \$35000 soon for completed projects + \$5000 when heat pumps campaign is done. We have about \$6000 in unused grant money from past.

In addition to covering the upgrade costs, the CSC has voted to cover the costs of three heat pumps for potentially the Supervisor's office, the CEO's office and the Town Clerk's office subject to the advice of the heat pump installer. We have scheduled an assessment and quote for later this month.

So, the CSC is asking the Town Board to approve the use of up to \$36,000 in grant money for the energy upgrades and 3 heat pumps in Town Hall. We understand that additional quotes may be necessary.

Supervisor Houghtling stated that we will have to go out for RFP on the energy upgrades due to the price amount. This will be further discussed at the next meeting.

Councilmember Gordon stated that she would like to discuss the historic doors that are referenced in the energy with Steve Powers.

We have received the final report from our Cornell Green Jobs team which I will email you all as well as post on the CSC web page. Here is a copy of the handout that they created and we have been giving out at the Farmers Market. We will continue to pursue our relationships with the HS, Boces/Questar and CGCC as well as a potential follow-up in the Fall with another Cornell team to see how we can promote green job training in New Lebanon and the county.

We will have a large presence at the Climate Carnival this Saturday with two booths including one for a painting project that Rae Gilson has kindly agreed to do. We will also be showing proof of concept for the bike program, having a repair cafe, working with the composting demo and staffing the Free Store. We encourage everybody to attend and thank Tistrya for taking a leading role in the organization of it all.

The battery recycling program has to date collected and recycled 450 lbs. of residents' batteries from boxes at Town Hall, the Post Offices, Library, Farmers Markets, and Country Squire.

The CSC has approved Cathy Wilkerson expanding the composting program to collect food scraps at the Farmers Markets, Country Squire as well as coffee grinds from the restaurants in town and Stewards. It is being taken to the County Resource Recovery station in Chatham twice a week. She is investigating a more expanded project as well.

The bike program continues to see a lot of donations and requests for bikes that are being handled by our fearless team THANK YOU

Supervisor Houghtling reported on behalf of **Bruce Shenker, Environmental Management** in his absence:

Obviously, climate carnival is the big news. Locally we are having the kickoff of the Shaker Swamp feasibility study on Monday July 18. We are very excited to begin this exciting project. -Bruce

Fire, Law Enforcement & Emergency (Councilmember Trainor):

Councilmember Trainor reported that for May, the LVPA had 112 people put in 233.71 hours and in June, 56 people put in 105 hours.

Highway (Superintendent Winestock & Councilmember Trainor):

Councilmember Trainor stated that there is nothing to report at this time.

Historian & LVHS: (Councilmember Trainor):

Historian:

Councilmember Trainor read the following from the Historian:

Historian's Report, July 12, 2022

Continued research on Franklin and Eleanor Roosevelt's connection to New Lebanon.

Wrote "History Happenings" for the town newsletter.

Met with Glenn Fisher.

Had lunch meeting with Doris Gearing historian for the Town of Canaan to discuss lessons on Columbia County and our two towns for the America 250 education subcommittee.

Developed a "Did You Know..." list about New Lebanon for the welcome packet.

Developed a list of historic places for the Comprehensive Report Committee.

Responded to emails. Agreed to accept a 1929-1930 Warren Fowler Insurance 16 month calendar from the relatives of Ellen Finney Girdler.

LVHS:

Councilmember Trainor reported that Kyle Kuffel will be making a presentation for the Historical Society at the Town Hall on July 31, 2022 on his discoveries with metal detection up at the base of Anne Lee Lane on the mountain.

Justice Court/Constable (Councilmember Anthonisen):

Councilmember Anthonisen stated no report at this time.

Library (Councilmember Buckenroth):

Supervisor Houghtling reported on behalf of Councilmember Buckenroth in her absence, nothing to report at this time.

Buildings, Parks & Recreation (Councilmember Buckenroth):

Supervisor Houghtling reported on behalf of Councilmember Buckenroth in her absence:

Parks and Rec:

- *Pickle Ball lines have been painted on the tennis court by some wonderful volunteers (Nina Keller and friends) and will be ready to play on today (Tuesday).*
- *Everything is all set for Music in the Park, Sunday, July 24th, 2022 from 1pm to 4pm.*
- *Seesaw seats were delivered (I have been away, but my assumption would be that they are installed?)*

Seniors (Councilmember Gordon):

Mary Young reported the following:

Office of the Aging Report:

Next meeting is July 20 at Fire Training Center in Ghent.

I will have a table at the Community picnic with information and there is information at the Town Hall for those who are interested in the programs available.

The next issue of the Senior Scoop will be coming out soon and is available online, many new programs and activities will be available as we come out of COVID restrictions.

Watch for HEAP applications for 2022 which will be sent out soon to those who were on the program last year, if you think you may qualify call the Office of the Aging and request information and an application.

Farmers Market coupons will be available at the Farmers Market on the corner of Rt 20 and West St on 7/22 from 1:15 pm to 3:30 pm and on August 5 at the Senior meeting at the New Lebanon Fire Station.

New Lebanon Seniors continues to meet the 1st and 3rd Friday of the month. Our next trip will be Whale Watching on 7/26. Upcoming trips include a trip to Maine and a brunch on a tour boat on the Hudson, information is available at the Senior Meeting or the Senior section of the Eastwick Press. We had a summer cookout which was well attended and are planning another for 8/19.

Volunteers (Councilmember Anthonisen):

Councilmember Anthonisen reported that there is a volunteer "Thank you" brunch to be held on July 23, 2022 at Shatford park. She has sent invitations out to the volunteer list.

If anyone is interested in volunteering, please contact Councilmember Anthonisen at: manthonisen@townofnewlebanon.com.

Traffic Safety (Mary Young):

Mary Young reported the following:

The bridge work is completed on the bridge by Churchill Road on Rt 20 and also on County rt 9 South.

Repaving is completed for Rt 22 south, repainting of the road will be done next.

Community picnic is coming up and I will have a table there with information about traffic safety issues.

Comparison Committee (Councilmember Anthonisen & Supervisor Houghtling):

Supervisor Houghtling reported that they haven't really done much at this time.

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

Supervisor Houghtling reported they have been hard at work. They have been looking at housing and health access for the town. A sub-committee of the BEDC is also looking into a strategic marketing plan and one of the things that they are looking to attract is health care so the QOL Committee and the BEDC will be coordinating on some health access type of events.

A local realtor, Sharon McArdle came to the last QOL meeting and discussed with the committee ways to draw and attract young families to New Lebanon.

Comprehensive Plan Action Item Update (Supervisor Houghtling):

Supervisor Houghtling reported that all action items report being on schedule except Ted Salem reports that the solar project will need an additional quarter, he expects it to be done by March 31st, 2023.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously with the exception of Councilmember Buckenroth who is absent to extend the deadline for the solar project in the Comprehensive Plan Action List to March 31, 2023.

County Update (Supervisor Houghtling):

Supervisor Houghtling mentioned the upcoming Climate Carnival. She reported that the County was doing very well in sales tax and a change occurred where a lot of people are moving back to the city so the sales tax boost has gone down. They are not sure if this is temporary or not, she will keep the board updated as she is informed.

OLD BUSINESS:

Main Street Revitalization Grant Application:

Supervisor Houghtling stated that at our last meeting, the Town Board committed to hiring LaBerge for \$3,500 for the grant application for the Main Street Revitalization Phase I if we got confirmation from NYS that we are eligible, we are eligible and now need to officially authorize the application. Jerrine Corallo from LaBerge joined the meeting online to answer any questions and to make sure the board proceeds properly.

Supervisor Houghtling discussed defining the project area, she had sent a map to LaBerge to attempt expanding the project area. Supervisor Houghtling asked if they have the

ability to stretch the “downtown” target area to include local businesses that are outside of the main stretch of New Lebanon. Jerrine Corallo responded no, that this program is designed to target a core “main street downtown” business district.

Jerrine Corallo responded that we can attempt a larger footprint but not too large. She reminded everyone that this is a reimbursement grant. She stated that a very important part of this program is to provide clear community support, being able to really demonstrate participation from the business/building owners in that area for whatever target area that is chosen. This would include letters of support and letters of interest from specific business owners.

Discussion took place with the Town Board and Jerrine Corallo from LaBerge.

Resolution: Authorization To Apply For and Receive Funding Under The 2022 NYSHCR NY Main Street Program:

TOWN OF NEW LEBANON

RESOLUTION #24, 2022

AUTHORIZATION TO APPLY FOR AND RECEIVE FUNDING UNDER THE 2022 NYSHCR NY MAIN STREET PROGRAM

JULY 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 July 2022, the following Resolution was proposed and seconded:

Resolution by Councilmember Trainor

Seconded by Councilmember Gordon

RESOLUTION AUTHORIZING THE SUPERVISOR TO APPLY FOR AND RECEIVE FUNDING UNDER THE 2022 NYSHCR NEW YORK MAIN STREET PROGRAM

WHEREAS, the Town of New Lebanon has determined it is in the best interests of the community that the Town in concert with its residents and local and regional stakeholders create design guidelines for its main street corridor; and

WHEREAS, New York State has issued a request for proposals entitled 2022 New York State Department of Homes and Community Renewal (NYSHCR) New York Main Street Program (NYMS); and

WHEREAS, the Town of New Lebanon has identified a well-defined Main Street area to maximize the impact that the funds will have on the community; and

WHEREAS, the Town of New Lebanon understands that preserving downtown architecture and building on clear community support are critical for project success and will establish a New York Main Street Revitalization Sub-Committee to ensure formal adoption and implementation of the Design Guidelines

produced; and

WHEREAS, the Town of New Lebanon has determined that it is desirable and in the public interest to undertake the necessary activities for the submittal of an application under the 2022 NYSHCR New York Main Street Program for the development of design guidelines for the Town’s main street corridor;

THEREFORE, IT IS HEREBY RESOLVED, that the Town Board authorizes Laberge Group to prepare and submit a 2022 NYSHCR NYMS Technical Assistance Project grant application for a fee of \$3,500 on behalf of the Town of New Lebanon on or before the grant deadline of July 29, 2022 for the New Lebanon New York Main Street Revitalization Technical Assistance Project; and

BE IT FURTHER RESOLVED, to the extent any or all actions hereby authorized have been executed and/or performed by the Supervisor all are hereby ratified and confirmed and this Resolution takes effect immediately.

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	Absent
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: July 12, 2022

Marcie Robertson, New Lebanon Town Clerk

Resolution: Authorization To Submit An Application For Funding Through The 2022 Consolidated Funding Application (CFA):

TOWN OF NEW LEBANON

RESOLUTION #25, 2022

AUTHORIZATION TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE 2022 CONSOLIDATED FUNDING APPLICATION (CFA)

JULY 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 July 2022, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Anthonisen

RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FUNDING THROUGH THE 2022 CONSOLIDATED FUNDING APPLICATION (CFA) FOR THE NYS DEPARTMENT OF HOMES AND COMMUNITY RENEWAL NEW YORK MAIN STREET PROGRAM

WHEREAS, the Town of New Lebanon has determined it is in the best interests of the community that the Town in concert with its residents and local and regional stakeholders create design guidelines for its main street corridor; and

WHEREAS, New York State has issued a request for proposals entitled 2022 New York State Department of Homes and Community Renewal (NYSHCR) New York Main Street Program (NYMS); and

WHEREAS, the Town of New Lebanon has determined that it is desirable and in the public interest to undertake the necessary activities for the submittal of an application under the 2022 NYSHCR New York Main Street Program for the development of design guidelines for the town's main street corridor; and

WHEREAS, the NYMS Technical Assistance Project (NYMS-TA) is a reimbursement grant which may reimburse up to 95% of the project cost, not to exceed \$20,000;

WHEREAS, the NYMS-TA requires a cash match to cover the remaining 5% match;

NOW THEREFORE BE IT RESOLVED, that the Town Supervisor is authorized to submit an application for "New Lebanon Main Street Revitalization Technical Assistance Project" under the New York Main Street Program through NYSHCR and to execute all documents necessary for the implementation of this work relating to the financial and/or administrative processes of the grant program; and

BE IT FURTHER RESOLVED, that the Town of New Lebanon has committed to providing at least the required 5% matching funds associated with the NYMS-TA; and

BE IT FURTHER RESOLVED, to the extent any or all actions hereby authorized have been executed and/or performed by the Supervisor all are hereby ratified and confirmed and this Resolution takes effect immediately.

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	Absent
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: July 12, 2022

Marcie Robertson

New Lebanon Town Clerk

Traffic Control Signs:

Supervisor Houghtling stated that at our last meeting we agreed to purchase 1 mobile traffic sign for \$7,144 after the budget amendment is approved to add \$1,144 to the budget line for the purchase. Mary Young verified that the price we were given was the Sourcewell price.

A motion was made by Supervisor Houghtling authorizing the purchase of a traffic control sign via Sourcewell through Traffic Logix for a total price of \$7,141.00. The motion was seconded by Councilmember Anthonisen.

Roll Call Vote:

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

New Splash Pad & Skatepark Slab Bids Received:

Supervisor Houghtling stated that although the bids received are less than the last bid, the bids are still significantly higher than they thought they might be. We received two bids: Gallo Construction Corp. bid again \$316,124.00 for the splash pad and the concrete skatepark slab was \$149,400.00 and Darcy Construction Corp. bid \$258,663.00 for the splash pad and \$111,515.00 for the concrete skatepark slab. They were looking in \$60,000 to \$80,000 range for the concrete skatepark slab, so these bids came in much higher than anticipated. The engineer had estimated the splash pad at \$89,000 and the lowest bid came in \$258,663.00. The question now is will prices go down or go up.

Supervisor Houghtling stated that we have already paid Barton & Loguidice, she would like to have them review the bids received and make a recommendation for moving forward. She would also like to wait until after the Special meeting where they will be discussing the unallocated fund balance and other funds and what the board wants to invest them in. At the meeting they will be discussing putting money into capital accounts which is what really should have been happening. It is not that they have been overtaxing residents, it is

that they should have been putting money away for large expenses such as a highway garage, park projects and things like that.

The Town Board held discussion and they all agreed to table this.

Authorization to Purchase Splash Pad Equipment:

Supervisor Houghtling stated that due to how high the bids came in at they will be tabling this as well.

Splash Pad Proposal for Engineer Oversight of Construction:

Supervisor Houghtling stated that due to how high the bids came in at they will be tabling this as well.

Annual Highway Bids Received:

Supervisor Houghtling stated that we went out to bid for fuel, calcium and equipment. Supervisor Houghtling waived the reading of the three bid notices and asked that they be included in the minutes.

Liquid Calcium Bid Notice:

**NOTICE TO BIDDERS HIGHWAY DEPARTMENT
TOWN OF NEW LEBANON COUNTY OF COLUMBIA**

NOTICE IS HEREBY GIVEN that the TOWN OF NEW LEBANON HIGHWAY DEPARTMENT is seeking bids for liquid calcium to be applied to town roads from 8/1/2022 through 7/31/2023. **Bids must be submitted on the bid form provided by the town.** Bids must include the percentage (%) of calcium and the percentage (%) of water. Bids must be in a PLAIN ENVELOPE and labeled only with the item being bid and must include a "Non-Collusion Bidding Certificate." 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, July 8, 2022. Bids will be opened at the Office of the Town Clerk at 4:00 pm on Friday, July 8, 2022 and 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, July 12, 2022. The Town Board reserves the right to reject or accept all bids.

Jeff Winestock, Highway Superintendent
6/17/2022

Liquid Calcium Bid Results:

***Peckham Materials Corp.** we received a bid at 32% calcium and 68% water in the winter and 35% calcium and 65% water in the summer both for \$0.990 per gallon.

Supervisor Houghtling reported that we received one bid from Peckham Materials Corp. for \$0.99 per gallon for both winter and summer liquid calcium. She stated that she believes our current price is \$0.92, so good news that it didn't go up too much. She stated that we typically received two bids, she asked the Highway Superintendent if he knew why we didn't receive two this time. Highway Superintendent Winestock told her he's really just been buying from Peckham so maybe the other company just didn't bother. Highway Superintendent Winestock recommended that we accept this bid.

A motion was made by Supervisor Houghtling to accept the bid received from Peckham Materials Corp. for \$0.99 per gallon for winter liquid calcium and for \$0.99 per gallon for summer liquid calcium. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

Fuel Bid Notice:

**NOTICE TO BIDDERS TOWN OF NEW LEBANON
COUNTY OF COLUMBIA**

NOTICE IS HEREBY GIVEN that the TOWN OF NEW LEBANON is seeking bids for the following items for use by the NEW LEBANON HIGHWAY GARAGE and the NEW LEBANON TOWN HALL FROM 8/1/2022 through 7/31/2023:

LOW SULFUR HEATING FUEL (*Number 2 Heating Fuel*) – Delivered to the Town Hall and Town Highway Garage for heating,

LOW SULFUR DIESEL FUEL – Delivered to the Town Highway Garage, and

KEROSENE – Delivered to the Town Highway Garage as needed (will call) to fill three 55 Gallon drums that the Highway Superintendent will put outside of the garage when they need kerosene delivered.

Bidder must guarantee to deliver fuel products at such times and places, and in such quantities, as may be ordered by the Town Highway Superintendent or other Town personnel. Failure on the part of the contractor to make timely deliveries of fuel products upon requisition of the Town may be regarded, at the option of the Town of New Lebanon, as a forfeiture of this contract upon the part of the bidder.

Bids are to be presented as a FIXED ADD to the posted gross rack price at the port of Albany, or the port of Rensselaer at noon on Monday, July 1, 2022.

Proof of posted rack price for any invoice/bill must be made available upon request of the Town Board.

The **FIXED ADD** will remain constant and will be added to the same terminals gross rack price as originally bid on the date of each delivery. Use of an alternate rack price will be allowed if it results in a lower net price for the Town, in which case documentation will be required for the original terminals gross rack pricing, as well as the alternate terminals rack price. An Alternate Fixed Price per Gallon Bid (*good through 7/31/2023*) may be submitted for each of the fuel items.

Sealed bids (*on the form provided by the Town of New Lebanon*) must be in plain envelopes, clearly labeled only with the item being bid, and must include a "Non-Collusive Bidding Certificate." Bids must be received in the office of the Town Clerk at the New Lebanon Town Hall, 14755 Route 22, New Lebanon, New York, no later than 4:00 pm on Friday, July 8, 2022. Electronic and faxed bids will not be accepted.

Bids will be opened at the Office of the Town Clerk on Friday, July 8, 2022 at 4:00 pm and they 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, July 12, 2022. The Town Board reserves the right to reject or accept all bids.

Marcie Robertson, New Lebanon Town Clerk
6/17/2022

Fuel Bid Results:

***John Ray & Sons**, Global Albany terminal used for bid; **low sulfur heating fuel** Gross Rack Price: \$4.0295; Fixed Add: \$0.15; Total: \$4.1795; alternate price \$4.389; **low sulfur diesel fuel** Gross Rack Price: \$4.1275; Fixed add: \$0.15; Total: \$4.2775; alternate price \$4.449 and **kerosene** Gross Rack price: \$5.4720; Fixed add: \$0.30; Total: \$5.772; (N/A for alternate price).

Supervisor Houghtling reported that we received one bid from John Ray & Sons, our current fuel provider. They always do a fixed add, in this bid they have a \$0.15 fixed add and this is how we have always done this. Kyle from John Ray & Sons told Supervisor Houghtling that he has seen more towns going with the alternate price which is a fixed price per gallon. They contract and pre-pay for the estimated number of gallons that the town uses. Our bid asks for a one-year bid. Kyle from John Ray & Sons told Supervisor Houghtling that the town can lock in for anywhere from one month to a year. The Town Board discussed which way to lock in the fuel price either fixed add or alternate price.

A motion was made by Supervisor Houghtling to accept the bid received from John Ray & Sons for all of the products with all of the prices utilizing the alternate fixed price per

gallon on low sulfur heating fuel and low sulfur diesel fuel for the month of August to be revisited at the August meeting. The motion was seconded by Councilmember Anthonisen.

Roll Call Vote:

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

Equipment Bid Notice:

**NOTICE TO BIDDERS HIGHWAY DEPARTMENT
TOWN OF NEW LEBANON COUNTY OF COLUMBIA**

NOTICE IS HEREBY GIVEN that the Town of New Lebanon Highway Department is seeking sealed bids for the following equipment for hire from 8/1/2022 through 7/31/2023:

1. Bulldozer, 8 to 10 ton – 70 or more horsepower
Hourly with operator & hourly without operator
Please include year and make in the bid.
2. Excavator – 14 to 16 ton – 70 or more horsepower
Hourly with operator & hourly without operator
Please include year and make in the bid.
3. Dump truck – 10 wheeler or tri-axle
Hourly rates
Please state whether the bid is for a 10 wheeler or a tri-axle
Please include year and make in the bid.
4. Mini excavator
Hourly with operator & hourly without operator
Please include year and make in the bid.
5. Mini Track Loader
Hourly with operator & hourly without operator
Please include year and make in the bid.

Bids **MUST** be in a **SEALED, PLAIN WHITE ENVELOPE (no logo)**; marked **“BID”**; and received in the office of the New Lebanon Town Clerk at the Town Hall, 14755 Route 22, New Lebanon, New York, no later than 4:00 p.m. on Friday, July 8, 2022. All bids must

include a *Non-Collusive Bidding Certificate*. The bids will be opened at the Office of the Town Clerk on Friday, July 8, 2022 at 4:00 p.m. Bids will be considered at the regular monthly Town Board meeting to be held on Tuesday, July 12, 2022 at 7:00 p.m. at the New Lebanon Town Hall at 14755 Route 22, New Lebanon, New York.

The Town Board reserves the right to reject or accept all bids.

Jeffrey Winestock, Highway Superintendent
6/17/2022

Equipment Bid Results:

Supervisor Houghtling reported that we received D&J Excavating for equipment and J. Bergeron for Trucking.

***D&J Excavating** for a 2001 D3C CAT Dozer at \$125 per hour with operator; a 1998 311B CAT Excavator at \$145 per hour with operator; a 2018 80 Yanmar Excavator at \$135 per hour with operator; a 2013 KX 121-3 Kubota Excavator at \$110 per hour with operator and a 2014 289D CAT mini track loader at \$110 per hour with operator.

***J. Bergeron Trucking** for hourly trucking for the Town of New Lebanon Highway Dept. with a 1987 Ford LTL 9000, 10-wheeler dump truck, 400 Catapillar, NYS overweight permitted, and \$1,000,000 liability coverage with an hourly trucking rate of \$95 per hour.

Supervisor Houghtling made a motion to accept all bids received from D&J Excavating and all bids received from J. Bergeron Trucking to be used at the discretion of the Highway Superintendent. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

Employee Evaluation Process & Form Update:

Supervisor Houghtling stated this needs to be tabled. She realized that they didn't have a ZEO and Building Department Administrator job description because Cissy held CEO, ZEO

and Building Department Administrator and she had done one job description called CEO but it had some of the other duties.

Supervisor Houghtling looked through every evaluation and there were no comments from any employees about the review process or any changes they may have wanted, she also emailed them all and didn't receive any feedback. The only feedback that she has received was from Councilmember Buckenroth to change #5 on the scoring instructions of the review where it used to say "an area of great strength and there is no room for any improvement" and change it to just "an area of great strength". She also stated that she took all of the job descriptions and corrected the starting rate.

Procurement Policy Amendment Request – Highway Department:

Supervisor Houghtling stated that regarding highway equipment maintenance and repairs, when a truck needed to be fixed, we have always fixed the truck. When we recently purchased a new engine for a truck and it went above the threshold that state requires for the bidding process, a question came up. In talking to the town attorney, he told her if it is an emergency situation, which Highway Superintendent Winestock did indicate verbally that it was emergent, that we can bypass the bidding process. It should have been documented in writing from the Highway Superintendent. This raised a different issue; the town has never received quotes for vehicle repairs. The town attorney agreed that he works for many towns and neither do they. Supervisor Houghtling questioned this and the attorney looked into this to see if there was an exemption in place for repairs such as this and found no exemption. There is no exemption from the state requirement which is when it hits \$35,000 for repairs, unless it is an emergency situation, you have to get a bid process. Within the towns Procurement Policy, the board does have the ability to state that in the instances of highway equipment repairs and maintenance only they can state that it doesn't have to go through the procurement process. This isn't about the department; it is about the type of work. It is not practical to obtain three quotes for a broken-down piece of equipment. If the Town Board agrees to amend this it has to be amended via a local law. The Town Board agreed to proceed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously with the exception of Councilmember Buckenroth who is absent to introduce Introductory Local Law #4 of 2022 and to schedule a Public Hearing for 6:55pm on Tuesday, August 9th, 2022 and ask the Town Clerk to notice such Public Hearing.

Walkable Downtown:

Supervisor Houghtling stated that at this time she doesn't have an update but she doesn't want it to fall off of the radar so she is keeping it on the agenda.

Historic Railroad Depot Committee:

Supervisor Houghtling stated that they received two letters of interest and the Town Historian would like to be on the committee.

TOWN OF NEW LEBANON

RESOLUTION #26, 2022

CREATION OF THE HISTORIC RAILROAD DEPOT COMMITTEE

JULY 12, 2022

At the Regular Monthly 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 July 2022, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Trainor

CREATION OF THE HISTORIC RAILROAD DEPOT COMMITTEE

WHEREAS, there is a historic train depot in New Lebanon on the property with tax map ID# 19.2.-1-71 that the Town of New Lebanon has a vested interest in preserving; and

WHEREAS, the Corkscrew Rail Trail, a local 501C3, obtained the property with the train depot on it on May 23 of 2022 with the intention of preserving the train depot and expanding their ownership of the rail; and

WHEREAS, the Town of New Lebanon's comprehensive plan updated in December of 2021 talks about historic preservation, recreational resources and the preservation of our natural resources; and

WHEREAS, the Corkscrew Rail Trail and the Town of New Lebanon would like to work together to update the train depot to usable condition at which point it will be utilized by the Town for tourism, recreation and displaying the history of the train depot; and

WHEREAS, the Historic Railroad Depot station located in the town of New Lebanon on Tilden Road has been saved from foreclosure by a local not-for-profit organization. The town is looking to form a committee to research different ways to obtain grant funding to protect, renovate and restore the depot station. The owner is open to the town and/or local organizations utilizing the depot station in whatever way it best supports the community. This committee will also be tasked at brainstorming different potential uses for the building once it is renovated and/or restored; and

WHEREAS, the Town Board decided at the June 14, 2022 Regular Town Board meeting to establish a Historic Railroad Depot Committee; and

WHEREAS, the Town sent notice to the public looking for members of the public interested in serving on the Historic Railroad Depot Committee and received 2 letters of interest from members of the public; and

WHEREAS, the Historic Railroad Depot Committee Chair position shall serve as liaison among committee members and chair all Historic Railroad Depot Committee meetings.

IT IS HEREBY RESOLVED that the Town Board of the Town of New Lebanon hereby establishes the Historic Railroad Depot Committee with the following members:

Elizabeth Sheffer-Winig, Historian
Jeannine Tonetti, LVHS
Joe Ogilvie, Corkscrew Railtrail
Fiona Lally, Grow The Valley
Irene Hanna

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	Absent
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: July 12, 2022

Marcie Robertson, Town Clerk Town of New Lebanon

Shaker Preservation Committee

Supervisor Houghtling stated that they received six letters of interest and the Town Historian would also like to sit on this committee.

TOWN OF NEW LEBANON

RESOLUTION #27, 2022

CREATION OF THE SHAKER PRESERVATION COMMITTEE

JULY 12, 2022

At the Regular Monthly 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 July 2022, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling
Seconded by Councilmember Gordon

CREATION OF THE SHAKER PRESERVATION COMMITTEE

WHEREAS, the Town of New Lebanon is rich with Shaker history and Shaker buildings that are a large part of the history of New Lebanon; and

WHEREAS, the Town of New Lebanon's comprehensive plan updated in December of 2021 talks about historic preservation, recreational resources and the preservation of our natural resources; and

WHEREAS, the Town of New Lebanon is in danger of losing our historic heritage. Many of the Shaker buildings in our community are at risk due to many changes such as ownership and use. These Shaker buildings are the heritage which is the foundation of our town identity. The town is looking to form a committee to search for ideas and methods which could encourage the preservation and appropriate utilization of the Historic Shaker Buildings on Darrow and Shaker Roads; and

WHEREAS, the Town Board decided at the June 14, 2022 Regular Town Board meeting to establish a Shaker Preservation Committee; and

WHEREAS, the Town sent notice to the public looking for members of the public interested in serving on the Shaker Preservation Committee and received 6 letters of interest from members of the public; and

WHEREAS, the Shaker Preservation Committee Chair position shall serve as liaison among committee members and chair all Shaker Preservation Committee meetings.

IT IS HEREBY RESOLVED that the Town Board of the Town of New Lebanon hereby establishes the Shaker Preservation Committee with the following members:

Deborah Gordon, Town Board and ZRC Member

Elizabeth Sheffer-Winig, Historian

Monte Wasch, Planning Board, BEDC and Board of Ethics

Josh Young, Planning Board, BEDC

Kyle Kuffel, Member of the Board of Directors of the Lebanon Valley Historical Society

Andrew Vadnais

Carol Reichert

Jerome Shereda

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	Absent
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: July 12, 2022

Marcie Robertson, Town Clerk Town of New Lebanon

NEW BUSINESS:

Policy Review – Key Policy and Purchasing & Vouchering Policy:

Key Policy:

Supervisor Houghtling stated the Town Clerk’s office now has a key to the highway garage, and she thanked Highway Superintendent Winestock. She has no amendments for the Key Policy, the board agreed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously with the exception of Councilmember Buckenroth who is absent to mark the Key Policy as reviewed with no amendments.

Purchasing & Vouchering Policy:

Supervisor Houghtling stated that she doesn't have any recommendations for the Purchasing & Vouchering Policy, the board agreed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously with the exception of Councilmember Buckenroth who is absent to mark the Purchasing & Vouchering Policy as reviewed with no amendments.

IRS Mileage Reimbursement Change:

Supervisor Houghtling stated that we always set the mileage rate for reimbursement at the beginning of the year at the organizational meeting in line with the IRS's rate of reimbursement. This doesn't usually change mid-year, with the increase in gas prices, the IRS has changed their mileage reimbursement rate. Supervisor Houghtling reached out to the County and some other towns to see what they do. The County, at their organizational meeting sets their mileage rate in line with the IRS, so when the change took place on July 1st, their rate automatically changed. Supervisor Houghtling stated that she would like the town to increase our reimbursement rate to match the IRS rate, it has gone up by \$.04 more per gallon, it is \$.625 instead of \$.585, the board agreed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously with the exception of Councilmember Buckenroth who is absent for the remainder of 2022 starting effective 7/13/2022 for the town mileage rate to be the same as the IRS rate.

Employee Request RE Vacation Time:

Supervisor Houghtling stated that our personnel policy has always said that vacation time hits on your anniversary date of hire, sick and personal time hits January 1st. As long as she's been with the town that is always how it's read. When she came into the Supervisor's office it was being tracked as of January 1st. Someone who is hired in September was getting their vacation time on September 1st. She stated that she wanted to fix that and the only person that it has an affect on is one of our highway employees who has been here for a very long time and always had his vacation time hit on the 1st of the year even though it should not have. In the Union negotiations, she told him that they were going to get him back on track with his vacation time hitting in September and he was fine with that. Then he brought up a valid point, for 20 plus years he's received his vacation time in January, he uses it in the summer and he used all of his vacation time before January 1st last year thinking it was going to reset on January 1st and now it's not going to hit until September and the summer is when he takes vacation, he now would have no vacation as a 20-year employee. All of the other employees either have a January appointment date so it is in line or they were new since she became Supervisor and when she set up their tracking, she

set it up with it hitting on their anniversary date. The highway employee is at maximum vacation time of four weeks a year and it will hit in September, so he has eight months of no vacation time. His request is that he gets prorated eight months' worth of vacation time to go from January to September and then in September his four weeks will hit which will last him until next September. The board agreed to this.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously with the exception of Councilmember Buckenroth who is absent to give Todd Hover prorated vacation time at a proration of four weeks a year for eight months' worth of that prorating to go from January of 2022 through the end of August 2022 with his new vacation time to hit in September.

Recreation Commission Chair Resignation and Appointment:

Supervisor Houghtling stated that Samantha Long is stepping down as Chair only from the Recreation Commission, she loves the work of the Recreation Commission just not so much the administrative piece. Abbie Shoobs who is also an active member of the Recreation Commission is excited about stepping into that admin role.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen and approved unanimously with the exception of Councilmember Buckenroth who is absent to accept the resignation of Samantha Long as the Chair of the Recreation Commission and appoint Abbie Shoobs to serve for the remainder of 2022 as Chair of the Recreation Commission.

ANNOUNCEMENTS:

JULY:

Tuesday, July 26th, 2022 at 6:00pm- Special Meeting RE. ARPA Funds & Unallocated Fund Balance

AUGUST:

Tuesday, August 9th, 2022 at 6:55pm- Public Hearing -Intro LL#4 of 2022

Tuesday, August 9th, 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 emails for POF.

David Farren asked Supervisor Houghtling questions regarding the tax bills for the newly acquired train depot. He also asked her if the town now owns the property on Route 20.

Supervisor Houghtling responded that they are almost there. There was an issue with the title search. The company on the deed doesn't match the current name of the corporation.

Tony Murad commented that in discussing a walkable downtown he is envisioning this as much more than just crosswalks. The town owns a plan previously done by Creighton Manning; we already have something solid to work from. This will be 95% NYS DOT that they will be allowing the work to proceed. He thinks that even if this plan has to wait until next year that the town should still keep moving forward with DOT and the whole picture.

Supervisor Houghtling responded that the prior plan didn't have the access across the street which is very important to her. Creighton Manning had indicated that DOT had changed their stance on that, from her conversations with them it sounds like it is true. When she is talking about a walkable downtown it is a crosswalk, sidewalk or paths, some sort of walkability.

Mary Young commented that Complete Streets is the reason why DOT has changed their stance on all of this. They are looking for more walkability, more bicycles, we are supposed to be non-fossil fuel within ten years and in order to do that you have to provide a way for alternative transportation.

EXECUTIVE SESSION:

A motion was made by Supervisor Houghtling to enter into an executive session at 10:01pm. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

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

A motion was made by Supervisor Houghtling to exit Executive Session at 10:18pm. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

ADJOURNMENT:

A motion was made by Supervisor Houghtling, to adjourn the meeting at 10:18pm. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

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

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk

Addendum A

DATE: July 12, 2022
TO: Members of the New Lebanon Town Board
FROM: Business and Economic Development Committee
RE: Wastewater feasibility study

A municipal water and wastewater system in downtown New Lebanon would be a big step for the Town.

The Business and Economic Development Committee recommends that the Town of New Lebanon commission a study into potential water and wastewater treatment systems that could serve downtown New Lebanon as well as the costs and benefits of those systems.

The BEDC makes this recommendation following the results of a petition (first enclosure). This petition has the endorsement of nineteen of the twenty-nine relevant landowners (second enclosure). We regard this as a clear and powerful signal that the landowners in downtown New Lebanon are highly interested in charting a new course toward economic growth and shared prosperity and are highly interested in finding the facts regarding a potential water and wastewater treatment system.

The next milestone on the path to completing such a study (often called a feasibility study) is to publish a Request for Proposal (often called an RFP). The BEDC recommends that the Board vote today to direct the BEDC and the Wastewater Subcommittee to produce a draft RFP. The BEDC also recommends that the Board vote to finalize and publish this RFP once the draft is complete.

The RFP will define what kind of feasibility study the Town wants. In accordance with the petition, the RFP will aim to generate proposals whose engineering is sensitive to the Town's unique rural needs. It will also aim to generate proposals that describe the expected costs and benefits of the infrastructure they propose compared to a future without any municipal water and wastewater treatment infrastructure.

The Wastewater Subcommittee expects to work with experts to complete its draft RFP. One of these experts would be Candace Balmer of RCAP Solutions, a not-for-profit that assists small rural communities with the planning and execution of municipal wastewater systems. The BEDC recommends that the Board vote to direct the Supervisor to sign the memorandum of understanding furnished by RCAP Solutions, whose services to the Town are completely free.

Finally, the BEDC and the Wastewater Subcommittee also expect to help identify and evaluate grant opportunities that would defray the costs of the feasibility study.

A mubn9bbA

FIRST ENCLOSURE — NEW LEBANON WASTEWATER PETITION

Dear Members of the New Lebanon Town Board,

I'm a tax-paying owner of land or a business in downtown New Lebanon.

I am invested in New Lebanon and our downtown and would like to see improvements in the state of our economic development. Property owners, business owners, other citizens, and visitors alike — we would all benefit from a thriving downtown.

I believe water and wastewater infrastructure may offer a path to economic development. I would like to know how this infrastructure could work. I would also like to understand the costs and benefits of having this infrastructure. That includes possible individual costs, like special fees or taxes, and benefits, like increased property values, as well as possible community-wide costs and benefits, like a stronger tax base for the Town and a more bustling business district. In addition, I would like to understand the costs and benefits of forgoing this infrastructure. Finally, I would like qualified, licensed professionals to answer these questions, so that we are less susceptible as a Town to speculation and misinformation.

To this end, I strongly urge the Town to commission a thorough feasibility study of different potential municipal sewer and water systems fit for our rural town, using grant funds if available and ARPA or other funds as well.

Once we have the facts, I will be able to evaluate the costs and benefits for my business or property, and we as a Town will have the information we need to move forward on an appropriate plan or defer action for now.

Thank you for your diligence on this matter.

Sincerely,

SECOND ENCLOSURE — TABULATED RESULTS OF WASTEWATER PETITION

Endorsements

Lori Bashour / Midtown Mall
Michael Carey / Valley Plaza
Phil Moldoff / NAPA
Steve Stollman / Berkshire Thrift
Tony Murad / 530 Route 20
Patty Joseph / Liberty Realty
Diane Dibuono / Mario's
Melanie Hunt / Blueberry Hill
Linda Hursa / Angel's Trumpet
Sara Schonour and Shantel Schonour / 555 Route 20
Dolores Meissner / Meissner's Auction
Maggie Cullen / 511 Route 20
Jimmy Dillis / Jimmy D's
Cindy Noe / Roaring 20s
Pat Faran / 423 Route 20
Michael Deegan for the Shaker Swamp Conservancy / Shaker Swamp
Deb Gordon for the Phoenix Project / Fisher's Store's
Deb McLaughlin / Deb's Shear Perfection
Ellyn Gaydos / 452 Route 20

Declinations

Johnnie's Barbershop
Larabee Fuel

Abstentions

LVPA
Consolidated Communications

Did not reach

Tilden Plaza — new owner could not reached
Library Board — meeting after our deadline
Nancy Kyle — could not be reached
Others — could not be reached

