

- ✓ Assessor (*Anthonisen*)
- Building Department (*Trainor*) *missing*
- ✓ Business & Economic Development (*Gordon*)
- ✓ CAC, Climate Smart & Environmental Management (*Gordon*)
- ✓ Fire, Law Enforcement, Emergency (*Trainor*)
- Highway (*Trainor*) *missing*
- ✓ Historian & LVHS (*Trainor*)
- Justice Court (*Anthonisen*) *missing*
- Library (*Buckenroth*) *missing*
- Buildings, Parks & Recreation (*Buckenroth*) *missing*
- ✓ Seniors (*Gordon*)
- ✓ Traffic Safety (*Gordon*)
- Volunteers (*Anthonisen*) *missing*
- ✓ Quality of Life Committee (*Anthonisen*)
- ✓ Comprehensive Plan Action Item Update (*Houghtling*)
- ✓ County Update (*Houghtling*)

Exemptions -

- The deadline for exemption applications is now over. Exemption renewals are mailed around Dec 1st and due MARCH 1. We requested they be returned by Feb 1st to help alleviate the “late” returns. There is no legal allowance for anything returned past March 1. We had at least 8 renewals that were not returned by March 1 and will be removed.
- We mailed about 950 residential parcels a postcard reminding taxpayers of the availability of the low-income Senior Exemption. New Lebanon has 3 new qualified applicants.
- There is a lot of possible exemption legislation coming soon. I will keep you posted.

2023 Roll-

- A yearly legal notice that “inventory” was completed and available to view has been published.
- As a reminder, instead of a complete reassessment, the assessments were “updated” for the 2023 Roll to remain at a level of 90%.
- Notices will be sent the first of in May.

Other-

- The assessor will soon be working on updating the Assessor’s page of the website. As a reminder, our page has links to Assessment Data, exemption information and forms, and the Grievance process.



Town Supervisor (New Lebanon) <supervisor@townofnewlebanon.com>

BEDC committee report

1 message

Josh Young <joshuayoung@gmail.com>

Fri, Mar 10, 2023 at 12:57 PM

To: Tistrya Houghtling <supervisor@townofnewlebanon.com>

Hi Tistrya,

I'm sorry this committee report is late. I hope it's not too late!

Updates:

1. Wastewater — We voted (unanimously) to recommend that the Town Board publish the attached wastewater RFQ we drafted with consultant Candace Balmer of RCAP Solutions. The RFQ has all the details. We are happy to answer questions about it by email, in person before the Board meeting or at the Board meeting, or all of the above.
2. Childcare — We heard from an ARPA consultant that the Town should implement a public process for the ARPA funds that the Board approved for a new childcare service. We recommend that the Board publish a RFP for childcare services and to direct the Supervisor to author the RFP. That RFP should require proposers to list qualifications & experience, provide a description of the proposed service, and include a business & financial model. It should also direct the childcare subcommittee of the BEDC to review proposals and select the best one or set up some other selection process.
3. Non-profit – Our committee has established an independent non-profit that can work with the Town consistent with a development corporation.
4. We are otherwise actively working on marketing & outreach and needs for office space.

Respectfully submitted,
Josh

 **RFQ WW DRAFT 13 New Lebanon Mar 10, 2023.docx**
21K

**REQUEST FOR QUALIFICATIONS
Engineering Planning Services
Town of New Lebanon, New York**

Issuing Agency: Town of New Lebanon, New York

Municipal Official: Tistrya Houghtling, Supervisor

Issuing Date: 3/14/2023

Proposals Due: 4/10/2023 by 4pm

Mailing Address: 14755 Route 22, PO Box 328, New Lebanon, New York, 12125

Contacts: Tistrya Houghtling, Supervisor, supervisor@townofnewlebanon.com.
Or 518-794-8889

Request for Qualifications, Engineering Planning Services, Town of New Lebanon, New York

The purpose of this study is to examine municipal options and associated costs for a centralized and/or decentralized wastewater treatment system. The Town of New Lebanon seeks Qualifications-Based Proposals from qualified engineering firms detailing the firms' qualifications, technical expertise, management and staffing capabilities, references, and related prior experience. Required professional services include but are not limited to preliminary engineering services.

I. Brief

The Town of New Lebanon, New York, is seeking proposals from qualified engineering firms to determine and evaluate alternatives and costs associated with creating a municipal wastewater collection and treatment system. Deliverables include:

- (1) A preliminary Engineering Report that describes alternatives, recommends a strategy, and estimates costs to construct, operate, and maintain the recommended strategy and
- (2) An Environmental Report of the selected alternative in accordance with NEPA and SEQR requirements

II. Overview of Problem and Proposed Service Areas

The Town of New Lebanon, in Columbia County, NY, has no municipal water or wastewater system and is exploring options for creating an affordable municipal wastewater system. The Town seeks to address contamination detected in private wells, support and stimulate economic development, address affordable housing needs, attract residents to New Lebanon, and protect water quality in the watershed. The proposed service area includes the downtown district, where US Route 20 and State Route 22 overlap, and, potentially, adjacent areas. The downtown district encompasses approximately 60 properties, about a third of which are residential, and the adjacent areas encompass another 20–60 properties. The surrounding lands have high groundwater and are considered to be swampy. Individual septic systems are aging and in questionable condition. The Town may also reconfigure the roadway and install sidewalks where US Route 20 and State Route 22 overlap. The sidewalk project schedule estimates construction taking place in 2027, and the Town seeks to coordinate construction of the wastewater and the road/sidewalk projects to coincide.

III. General Description of Professional Services

(A) Prepare a Preliminary Engineering Report (PER) conforming to USDA Rural Development RUS Bulletin 1780-2 PER content requirements and the NYS EFC's Engineering Report Outline for New York State Wastewater Infrastructure Projects. The PER will:

1. Reflect a thorough understanding of the wastewater collection and treatment needs and priorities of the Town and service area.

2. Evaluate alternatives that meet those needs and that provide operational flexibility, are cost effective, and, to the extent possible, minimize energy costs.
3. Estimate and itemize both capital and O&M costs for the top three alternatives.
4. Recommend a best alternative and provide a conceptual design scheme.
5. Describe the capacity of the recommended alternative to meet existing and future needs.
6. Identify relevant regulatory requirements and potential implications.
7. Evaluate potential funding sources and possible funding scenarios.
8. Present a project schedule in accordance with funding cycles.
9. Evaluate and discuss the scheduling considerations required to coordinate with the proposed road and sidewalk construction in the district in 2027.

(B) Complete an Environmental Report (ER) in accordance with NYS and federal requirements:

1. Upon selection of the preferred alternative by the Town, conduct the environmental review in compliance with the Bipartisan Infrastructure Law (BIL) of 2021, the National Environmental Policy Act review process (NEPA), and New York State's Environmental Quality Review Act (SEQRA).
2. Complete ER in accordance with NY USDA Rural Development Environmental Report Guide for Water and Environment Programs (WEP) and Community Facilities (CF), revised November 19, 2022.

(C) Ensure the PER and ER conform with the requirements of the NYSDEC/EFC Engineering Report Outline for New York State Wastewater Infrastructure Projects including evaluation of a "No action" alternative, Smart Growth assessment forms, and green infrastructure alternatives assessment.

(D) Respond satisfactorily to regulatory agency review comments on the PER and ER.

IV. Approach

The selected engineering firm must be able to coordinate effectively with Town officials and employees, primary agencies, project funders, and others designated by the Town to participate in this project. The Town expects to work closely with the engineer and wishes to explore all practical methods to reduce both construction and ongoing operation and maintenance costs.

The Town expects the selected firm:

- To develop an understanding of existing conditions through site visits, meetings and correspondence with the Town and its designees, and a thorough review of existing maps and studies;

- To focus on potential long-term cost-savings and efficiencies of small-system alternatives including but not limited to small-diameter collection, non-traditional treatment technologies such as the Orenco AdvanTex treatment system, clusters, and onsite system management;
- To prioritize options for sub-surface dispersal of treated effluent and evaluate soils suitability of any identified sites;
- To consider user-cost impacts of increasing user density in the proposed service area consistent with the Town's needs for additional housing and economic development;
- To be enthusiastic about working with designees of the Town in an iterative process to refine draft boundaries of the district and user-cost impacts; and
- To make every effort to recommend a strategy that is efficient and affordable.

V. Funding Strategies Being Explored

The Town intends to apply for project funding from all potential sources. The successful firm must demonstrate familiarity with, and the ability to comply with, all applicable funder requirements for the PER and ER. Project cost estimates will assume compliance with federal and state procurement standards. Potential funding applications include but are not limited to USDA Rural Development Water and Environmental Programs (WEP), the NYS Clean Water State Revolving Loan Fund (CWSRF), the NYS Water Infrastructure Improvement Act (WIIA), the Community Development Block Grant program (CDBG), the Bipartisan Infrastructure Law (BIL) of 2021, and the NYSDEC Water Quality Improvement Program (WQIP).

VI. Available Information

The documents listed below will be made available for review at the Town offices during business hours. To ensure access to this information, an appointment can be made with the Town Clerk by phoning: 518-798-8888. All of the documents can also be viewed on the town website at www.townofnewlebanon.com (put all documents in one spot on the town website and put direct link in where it lists website) or you can request that the documents be emailed to you by emailing townclerk@townofnewlebanon.com.

Documents Available:

1. Maps of proposed service area, including all potential alternatives
2. Drinking Water Source Protection Plan

3. Natural Resource Conservation Plan
4. Comprehensive Plan

VII. Pre-Proposal Information Meeting

The Town strongly urges the attendance of interested engineering firms at the pre-proposal informational meeting to be held at the Town offices located at 14755 Route 22, New Lebanon at _____ PM on _____, at which time the Town will discuss the proposed project with engineering firms interested in submitting a proposal.

VIII. Contract Compensation

This RFQ is for procuring an engineering evaluation of the municipal wastewater alternatives for New Lebanon and the preparation of a PER and an ER. The Town requests a fixed lump sum fee method of compensation.

In the event the Town elects to proceed with a construction project based on the preliminary engineering work, the award of a contract pursuant to this RFQ does not represent any guarantee or commitment that the selected firm will also be engaged to provide final design or construction services. However, it is the Town's preference to use the same firm for both the PER and the ER and the design and construction services associated with the selected alternative.

Responses to this RFQ are prepared and submitted at the sole cost and expense of the proposer.

3. IX. Engineer's Insurance

The agreement between the Town of New Lebanon and an Engineer, which may result from this procurement process, will require the Engineer to obtain and maintain insurance to protect the Engineer and the Town of New Lebanon from claims under the Worker's Compensation Act and such Comprehensive General Liability Insurance as will protect the Town of New Lebanon and the Engineer from all claims for bodily injury, death, or property damage that may arise from the performance by the Engineer or by the Engineer's employees for Engineer's functions and services required under the agreement.

X. Rejection of Proposals

The Town of New Lebanon reserves the right to amend, modify, or withdraw this RFQ; require supplemental statements or information from proposers; extend the deadline for responses to this RFQ; reject any or all proposals received for any reason or no reason; and negotiate separately with competing proposers.

XI. Incurring Costs

This RFQ does not commit the Town of New Lebanon to award a contract, to pay the costs incurred in preparing any response to this RFQ, or to procure the services described herein. All proposals are submitted at the sole cost and expense of the proposer including the costs of duplicating background reference materials if requested. Town of New Lebanon shall incur no liability or obligation to any proposer except pursuant to a written contract for services, duly executed by the proposer, and an authorized signatory for the Town of New Lebanon.

XII. Receipt of Proposals

To be considered, 1 electronic submission in PDF format as well as 1 original and 3 hard copies of the proposal must be received by the Town of New Lebanon, PO Box 328, 14755 Route 22, New Lebanon, NY 12125, no later than 4:00 p.m. on 4/10/2023. Proposals received after the deadline will not be considered. If mailed, the proposal should be sent via registered mail, and adequate time for its delivery should be allowed.

Proposers shall indicate, on the outside of their sealed proposal, the following information:

1. Town of New Lebanon Wastewater Engineering Planning Services
2. DATE and TIME of submittal
3. COMPANY NAME

In addition, one (1) hard copy of the fee proposal in a separate sealed envelope must be included.

Email questions to Town Supervisor, supervisor@townofnewlebanon.com. Questions will be answered by addendum on the New York State Contract Reporter website <https://www.nyscr.ny.gov/>.

XIII. Proposal Format

The Town will consider only complete responses to this RFQ. An official authorized to bind the proposer to its provisions must sign the proposal. The proposal must remain valid through December 31, 2023.

Proposals must include the following:

1. Executive Summary

- a. State in succinct terms your understanding of the project based on your review of pertinent background information and site visits.
- b. Indicate any concerns, issues, or technical requirements the Town may need to consider.

2. Project Approach and Time Schedule

- a. Describe in narrative form the project approach, the proposed effort, and a list of tasks and deliverables.
- b. Work plan and schedule.

3. Past Experience and References

- a. For the project engineer who would be assigned to the New Lebanon project, describe the recent experience and technical competence of the project engineer in undertaking similar projects, particularly for very small systems in rural communities, including specific experience working with funding agencies for rural, low-income communities.
- b. List of references from 3–5 similar projects from the assigned project engineer. Provide a narrative description of each project and include the name and phone number of a responsible official we may contact.

4. Project Team

- a. List management and professional personnel to be assigned to this project, including their education, professional licenses, and experience in wastewater system planning and design.

5. Fee proposal (MUST BE SUBMITTED SEPARATELY IN A SEALED ENVELOPE)

- a. Provide a fixed lump sum fee method of compensation.
- b. Provide a break-down of cost for both the PER and the ER.

XIV. Confidentiality

Information provided in your proposal will, to the extent allowed by law, be held in confidence and will not be revealed or discussed with competitors. The Town reserves the option to make the entirety of each proposal public for the purposes of evaluating the offer.

XV. Selection Process

- The Town Board will select the engineering firm. A Board-appointed committee will review proposals and may choose to interview one or more firms. Firms will be notified within 10 business days of the proposal submission deadline if an interview is desired. Notification of final selection of consultant will be made not more than six weeks after the deadline for receipt of proposals.
- Final selection will be based on the firm's professional and ethical reputation, demonstrated experience in performing similar work, ability to meet the project schedule, understanding of the scope and requirements of the project, and the reputation and experience of key personnel assigned.
- The Town reserves the right to make multiple awards with regard to this RFQ if it is determined to be in the best interests of the Town of New Lebanon.
- The Town reserves the right to accept any submittal or parts thereof, to reject any and all submissions, to waive any irregularities in the submissions if it is determined to be in the best interest of the Town.
- The award of a contract is contingent upon the successful execution of the formal contract agreement.

XVI. Equal Opportunity/Affirmative Action Employer

All qualified engineers will receive consideration without regard to race, color, religion, creed, sex, age, or national origin.



Town Supervisor (New Lebanon) <supervisor@townofnewlebanon.com>

CAC report for TB meeting March 14

1 message

PegCAC Munves <pegcacmunves@gmail.com>
To: Town Supervisor <supervisor@townofnewlebanon.com>

Thu, Mar 9, 2023 at 1:51 PM

Hi

Here you go

Conservation Advisory Council,***Town of New Lebanon*****Current Projects and Status for March 14 TB meeting**

As a result of the February 13, 2023, CAC meeting, several subcommittees were established to liaison with other Town Committees.

There was discussion about establishing Critical Environmental Areas (CEA) for aquifers, like the cool ravines in town. Further discussion is warranted pending approval and acceptance of the DWSP2 was sent to the Town Board for approval.

The CAC approved the proposed changes to the Solar Code in Town as proposed by the ZRC and recommend including the super fund site as well for solar panels.

The CAC will meet on Monday, March 13, 2023 and we will consider the first phase of testing, the Business corridor of Rtes 20/22, and test as many properties as we deem needed at the cost of \$75 a piece e coli, coliform, and nitrate, which would show contamination from leaking septic systems). At this time this first phase does not warrant the \$245 suite of tests. The Town has set up an account with Capital Region Enviro lab so that all tests will be billed directly to the Town and no one will have to pay for anything in advance.

CSC Update to the Town Board March 14, 2023

On Feb 28, 2023 CSC Chair, Steve Powers, participated in a panel webinar from NYSERDA entitled Clean Energy Communities Success Stories: Small Municipalities Making Big Strides, highlighting the New Lebanon experience. New Lebanon is a Regional Leader and has received grants totaling \$120,000 in 2022 for energy upgrades in Town buildings.

The CSC worked with LVPA to apply for a grant for a 10,000 gallon water tank to be installed next to the new fire house on Rt 20 and Mill Rd. The need was based on the findings of the Climate Vulnerability Study that Cornell students completed in 2021 when they interviewed LVPA members and heard that members were searching for ponds to source water from every week during a dry summer.

The CSC has proposed to the Elementary School that we would offer a Community Education class for 5th & 6th graders after school from 3:25-4:30pm every other Thursday starting in May. The theme will be environmental education with fun activities. Cathy Wilkerson will take the lead as she is a retired educator. We are working on the details now.

Despite being rescheduled to March 05 because of snow, the last Repair Café in Austerlitz was a big success. The next one will be at LVPA on April 30.

Steve Powers met with Stephentown residents this week who expressed interest in setting up a CSC there. We will meet again when some others can participate and prepare for a presentation to the whole Town Board there.

Steve also gave a presentation on the CSC to Church of Our Saviour members and offered advice on installing heat pumps, community solar and solar panels.

We are waiting for NYSERDA to give the green light so the Town Board can go out for bid for the solar panels on Town Hall.

The CSC applied for a \$500 grant from Columbia Land Conservancy for our planned composting project in Shatford Park. We should hear back in March.

Our Roadside Cleanup is scheduled for Earth Day April 22, 2023 with 10am start at Shatford Park Pavilion and we encourage all to attend.

RECEIVED
 MAR 08 2023
 NEW LEBANON TOWN CLERK

Fire Calls and Activities -February 2023

• 2/4/2023	Alarm Activation	4 people	.44min
• 2/4/2023	Alarm Activation	2 people	18min
• 2/10/2023	Alarm Activation	5 people	1.10hr
• 2/11/2023	Strucure Fire	10 people	74.6hr
• 2/13/2023	Drill	6 people	12hr
• 2/14/2023	Alarm Activation	6 people	1.8hr
• 2/15/2023	Training	3 people	7.5hr
• 2/15/2023	Alarm Activation	2 people	.58min
• 2/20/2023	Drill	2 people	4hrs
• 2/24/2023	Mutual Aid StandBy	3 people	10.26hr
• 2/24/2023	Mutual Aid	4 people	4.16hr
• 2/25/2023	Lift Assist	4 people	2.32hr

Totals 43 people 118.94

- Alarm activation – 5
- Structure Fire-1
- lift Assist-1
- Mutual Aid-2

9 alarms

- Drills – 2
- Training-1

Report of the Town Historian
March 14, 2023

- I participated in the first meeting of the Columbia County 250th committee. My report on the meeting included.
- I met with a community member regarding the history of an old schoolhouse on his property. He provided documents and I am doing research for the possibility of securing a Pomeroy Marker.
- I met with Sharon Moon and Doris Harrington (DAR historian). We visited Cypress Hill to observe the tree limbs that have fallen from the last wind storm. We discussed the grant application and the work that needs to be done in Cypress Hill.
- I have monitored the email correspondence among the members of the Shaker Preservation Committee. My attendance at the meetings has been limited due to other obligations on the days and times of the meetings.
- I completed the 2022 local historian's report and emailed same to the New York State Historian.

**Columbia County 250th
February 23, 2023**

- First meeting of the committee appointed by the Board of Supervisors in 2022.
- Introductions and purpose:
 - What do we want to accomplish?
 - What do we have to do to get there?
 - Who was involved or impacted by the Revolution in Columbia County? Tories, Indigenous People, Women, Black Americans
- Create programs to celebrate the nature of the Declaration of Independence
- Need a budget
- Schedule regular meetings of the committee
- Subcommittees:
 - Education/Publication – members include New Lebanon, Canaan, Claverack, Austerlitz historians
 - Lessons for school districts, grades 4, 7, and 11, home schooled children, private schools, summer recreation programs
 - Events – parades in local towns, villages, and the City of Hudson, historic events, lectures, programs
 - Budget/fund-raising
 - Volunteers
- Next meeting – March 29, 2023 3 PM at 401 State Street, Hudson, NY or via Google meets.

Considerations for the Town of New Lebanon celebration:

- Create a committee – suggestions for participants: town historian, LVHS, member of the town board, representative from the New Lebanon Central School District, representative from Darrow School, representative from the religious organizations, representative from the business community, representative from the NYS Police, (others?)
- Town celebrations
 - Plantings around town
 - Continuation of preservation of gravestones of Revolutionary War veterans buried in other cemeteries in town; creation of Revolutionary War Path – self-guided tour of public cemeteries within which Patriots are buried.
 - Community events held at various locations
 - Celebrations to coincide with the Memorial Day Parade – participation open to the community, individuals and organizations with floats, music, etc. Possible town float that can be used in the county-wide July 4th parade.

SENIOR REPORT:

No report this month.

TRAFFIC SAFETY REPORT:

No meeting last month

There is a public hearing on Public Transportation in Columbia County this month. I will attend online. The date is 3/15 in person in Hudson or 3/28 on line both start at 6pm. The transportation committee will be discussing public transportation starting in 2017.

TRAFFIC SIGN:

Report on traffic on County Rt 5 north

1. From start of sign placement
2. last week 2/27- 3/7
3. Speed count 2/27 to 3/7

Numbers less than 20mph are for those who are coming east on Cemetery Road at the Stop sign.

Sign to be moved as soon as snow is cleared enough to stabilize the sign, sign will be moved further north on County Rt 5 and face south.

Count by Speed Range Report

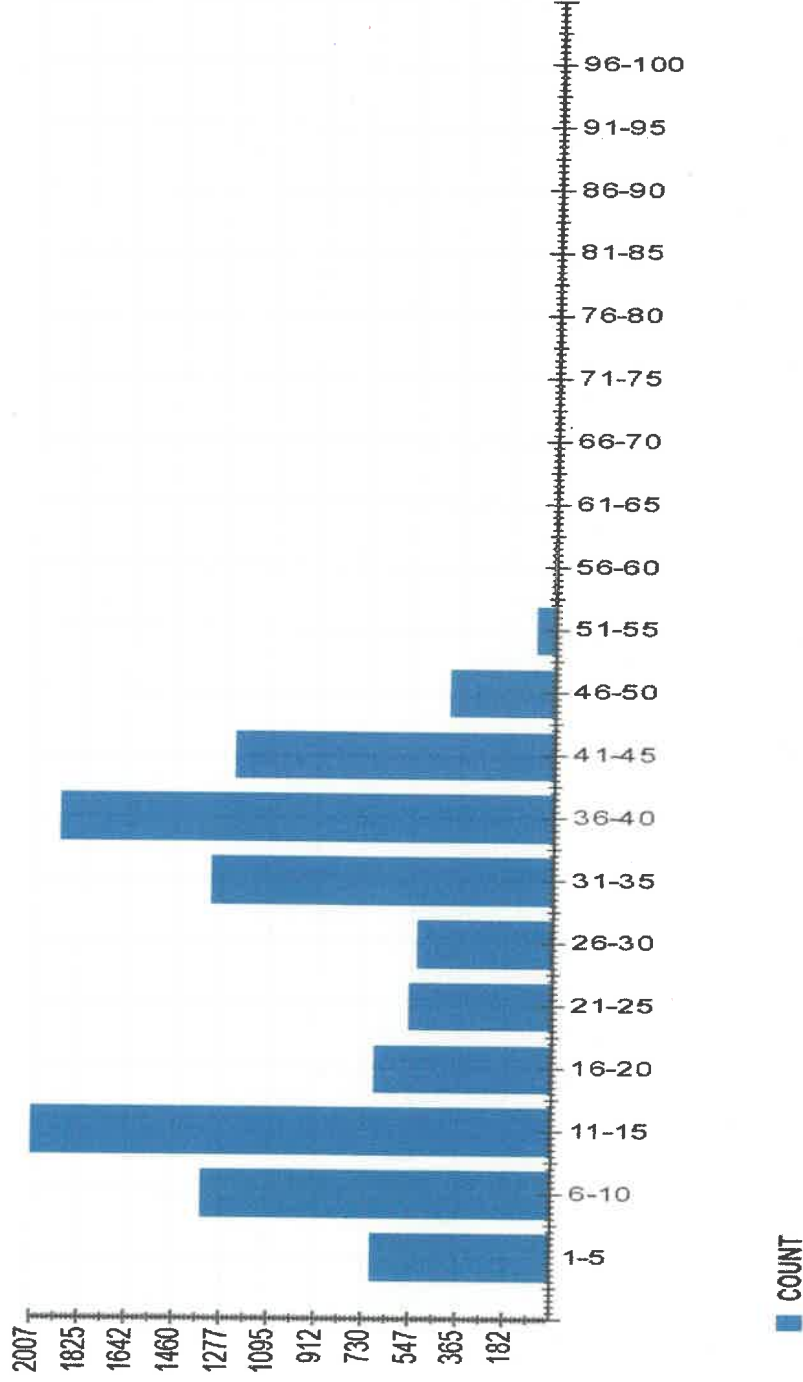
Location: County Rt 5

Report period: 2023-01-26 to 2023-03-07

Address: Cemetery Road and County Rt 5 N

Count By Speed Range

Speed (mph)	Count
1-5	695
6-10	1825
11-15	2007
16-20	689
21-25	555
26-30	535
31-35	1317
36-40	1902
41-45	1229
46-50	407
51-55	73
56-60	7
61-65	1
66-70	0
71-75	0
76-80	0
81-85	0
86-90	0
91-95	0
96-100	0
total	10757



Generated on March 07, 2023 at 1:11 PM

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1. Introduction
2. Background
3. Methodology
4. Results
5. Discussion
6. Conclusion
7. References
8. Appendix
9. Index
10. Glossary

11. Index

Count by Speed Range Report

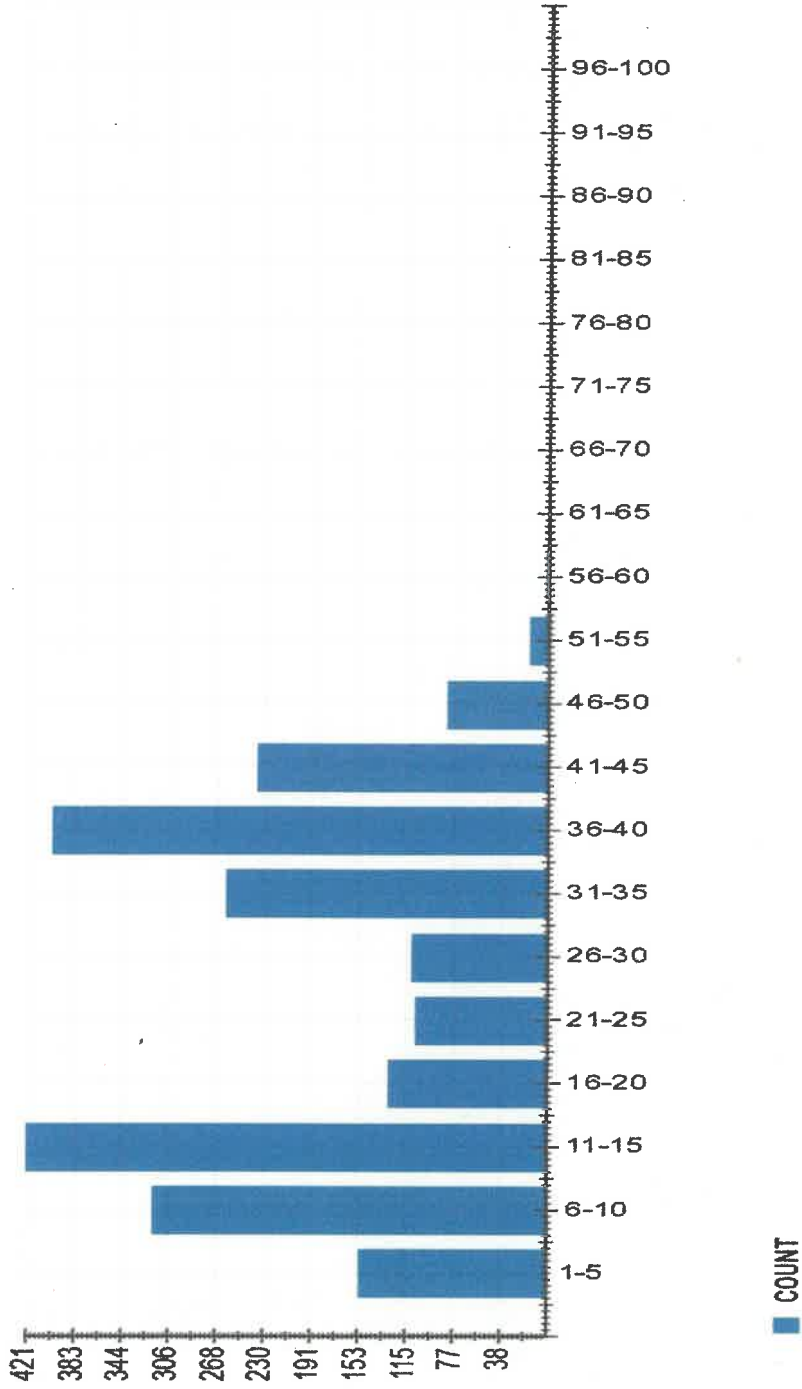
Location: County Rt 5

Address: Cemetery Road and County Rt 5 N

Report period: 2023-02-27 to 2023-03-07

Count By Speed Range

Speed (mph)	Count
1-5	152
6-10	318
11-15	421
16-20	129
21-25	107
26-30	110
31-35	260
36-40	400
41-45	235
46-50	82
51-55	15
56-60	2
61-65	0
66-70	0
71-75	0
76-80	0
81-85	0
86-90	0
91-95	0
96-100	0
total	2231



Generated on March 07, 2023 at 1:15 PM

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Vehicle Count

Location: County Rt 5
Address: Cemetery Road and County Rt 5 N
Speed Limit: From schedule 31 mph

Report Period: 2023-02-27 to 2023-03-12
Total Vehicle Count: 2227

Hour	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Weekday Average	Weekend Average	Week Average	Speed Average	85% Speed(mph)
00:00 - 01:00	6	11	n/a	6	1	2	2	6	2	5	21	32
01:00 - 02:00	7	9	n/a	n/a	4	5	1	7	3	5	17	16
02:00 - 03:00	6	5	n/a	n/a	n/a	3	2	6	3	4	10	13
03:00 - 04:00	n/a	8	n/a	2	n/a	5	n/a	5	5	5	10	12
04:00 - 05:00	2	10	n/a	n/a	n/a	13	n/a	6	13	8	8	11
05:00 - 06:00	4	4	1	1	2	15	1	2	8	4	29	33
06:00 - 07:00	8	7	3	1	3	H27	3	4	15	7	18	27
07:00 - 08:00	36	23	13	15	14	16	4	20	10	17	19	39
08:00 - 09:00	17	23	9	6	21	1	3	15	2	11	24	42
09:00 - 10:00	34	21	18	17	19	7	9	22	8	18	27	42
10:00 - 11:00	39	19	11	10	12	11	17	18	14	17	25	40
11:00 - 12:00	32	31	17	19	15	20	13	23	17	21	30	44
12:00 - 13:00	32	H46	12	H30	21	14	H24	28	19	26	26	40
13:00 - 14:00	35	13	24	13	19	14	23	21	19	20	27	43
14:00 - 15:00	52	15	22	22	H37	12	11	30	12	24	28	40
15:00 - 16:00	56	20	33	23	36	15	23	34	19	29	26	42
16:00 - 17:00	H65	14	20	29	31	8	11	32	10	25	30	42
17:00 - 18:00	39	23	H40	23	28	6	12	31	9	24	28	41
18:00 - 19:00	32	4	15	21	17	16	9	18	13	16	27	39
19:00 - 20:00	27	9	8	6	15	6	10	13	8	12	30	40
20:00 - 21:00	25	9	4	8	21	10	6	13	8	12	27	40
21:00 - 22:00	13	3	4	9	8	6	n/a	7	6	7	26	40
22:00 - 23:00	12	1	2	4	13	5	5	6	5	6	26	38
23:00 - 24:00	8	9	2	3	8	4	2	6	3	5	24	37
Total	587	337	258	268	345	241	191	373	231	328	AVG: 23	AVG: 35

H - highest value in the column, **bolded H** is highest H value in report
**** n/a** - means the sign did not collect any data at the time stipulated in the report. "n/a" values are NOT included in calculations.

Quality of Life Committee Update 3/10/23:

We met with Chris Brown, the new County housing coordinator at our last meeting. He discussed the work the housing task force is undergoing including a checklist for each Town's zoning to be reviewed from a housing lens to give town's suggestions on how to make their zoning more housing friendly. He also discussed community land trusts (CLTs) which is an exciting possibility to keep accessible housing accessible in perpetuity. It would make the most sense for the county to set this up and let town's who want to participate join in. We also talked about potential grant opportunities for the town and/or the developer to apply for funding to build housing. He sent us the grants to research and suggested we identify a parcel or parcels that would make sense for some housing development.

GANNT 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	100%	<p>3/30/22 - CEAs will be submitted to the TB at the April meeting.</p> <p>5/24/22 - status update requested</p> <p>6/1/22 - pending David's update</p> <p>5/4/22 - on schedule</p> <p>3/30/22 - David reports that they are 1 year behind schedule but efforts continue.</p> <p>5/24/22 - status update requested</p> <p>6/1/22 - pending David's update</p> <p>9/10/22 - pending David's update</p> <p>10/3/22 - We were not awarded the \$10,000 Estuary Program grant. It would be best to reapply for grant funding once the existing Open Space Inventory faces its 10-year anniversary.</p> <p>10/11/22 - TB extended due date to 12/31/2025</p> <p>2/8/23 - no progress reported</p> <p>3/9/23 - in progress, nothing to report</p>
1.2	The CAC will update the 2014 Open Space Inventory and create an Open Space Index	CAC	1/1/22	12/31/25	1440	0%	<p>5/4/22 - on schedule</p> <p>3/30/22 - Update to be provided by the CSC.</p> <p>5/24/22 - status update requested</p> <p>6/1/22 - pending David's update</p> <p>9/10/22 - pending David's update</p> <p>10/3/22 - update due from CSC</p> <p>2/8/23 - no progress reported</p> <p>3/9/23 - The CSC is in the lead at this time.</p>
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	12/31/23	720	0%	
2	ZRC						

Peg Murves <nlcac.murves@gmail.com>

Ted Salem <n1zba.salem@gmail.com>

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	10%	<p>5/4/22 - on schedule</p> <p>3/5/22 - Ted reports they are on schedule.</p> <p>5/24/22 - status update requested</p> <p>6/1/22 - on schedule</p> <p>Jul 08 2022 - on schedule</p> <p>9/10/22 - Good progress on Shaker Heritage overlay.</p> <p>Looking at a possible solar overlay. No action on other overlays.</p> <p>2/5/23 - The ZRC will present a comparison of overlay approached at the February TB meeting.</p> <p>3/9/23 - Historic overlay - on hold, awaiting direction from TB.</p> <p>Hamlet overlay - part of 2023 work plan and probably won't be ready by 6/23. Ridgeline and Steep Slopes - part of 2023 work plan and probably won't be ready by 6/23</p>
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2.2	<p>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.</p>	ZRC	1/1/22	3/31/23	450	33%	<p>5/4/22 - on schedule 3/15/22 - Ted reports they are on schedule. 5/24/22 - status update requested 6/1/22 - Ted: "on track for solar; wind & battery yet to be started but not in danger of missing the deadline" Jul 08 2022 - This task is now expected to be completed by Mar 31 2023. 9/10/22 - Good progress on update to existing solar regulation, including possible expansion of current area for which large scale solar is permitted. No movement on wind or battery storage as other priorities take precedence. 12/1/22 - Legal opinion requested re: designation of specific areas in Town for large scale solar. Committee seeks to significantly reduce permitted space within the commercial corridor to preserve viewsheds while seeking to expand in certain open areas with low land value and no viewshed impact. 2/8/23 - no progress reported 3/9/23 - Solar - proposal submitted and expected to be accepted by TB at 3/23 meeting. Wind turbine - part of 2023 work plan; draft proposal may be ready by 6/23. Battery storage - as above</p>
3	BEDC						

Josh Young <joshuanyoung@gmail.com>

3.1	<p>The Town Board will direct the BEDC to work toward development of an official entity (e.g., Development Corp) to proactively pursue economic development.</p> <p>The BEDC will develop a conceptual framework for this effort and submit it for approval to the Town Board.</p>	BEDC	4/4/22	6/30/23	539	0%	<p>5/4/22 - on schedule</p> <p>3/2/22 - Due date for conceptual framework moved to 2/24/22 at Monte's request.</p> <p>5/24/22 - status update requested</p> <p>6/1/22 - Monte: "All of these projects are on schedule."</p> <p>Jul 08 2022 - Monte: "All projects remain on schedule."</p> <p>9/10/22 - pending Monte's update</p> <p>10/3/22 - From Monte: "Depending on our success with the Main Street and NY Forward proposals, we probably will either have to fish or cut bait on this proposal by mid-next year which is why I extended it to 6/30/23. It could extend to full-year 2023"</p> <p>2/8/23 - no progress reported</p> <p>3/9/23 - no progress reported</p> <p>Jul 08 2022 - Monte: "All projects remain on schedule."</p> <p>9/10/22 - pending Monte's update</p> <p>10/11/22 - TB extended due date to 12/2023</p> <p>2/8/23 - no progress reported</p> <p>3/9/23 - no progress reported</p>
3.2	<p>The Town Board will direct the BEDC to develop a targeted marketing strategy to attract businesses to the Town.</p> <p>The BEDC will submit a plan to the Town Board for approval.</p>	BEDC	4/4/22	12/31/23	720	5%	<p>5/5/22 - The Outreach sub-committee has a draft map and brochure which will be adapted for the town website, possibly in the month or so.</p> <p>5/24/22 - status update requested</p> <p>6/1/22 - Monte: "All of these projects are on schedule."</p> <p>Jul 08 2022 - Monte: "All projects remain on schedule."</p> <p>9/10/22 - pending Monte's update</p> <p>10/11/2022 - complete!</p>
3.2.1	<p>The BEDC will expand the Town website to feature Town attractions and resources and maintain an event calendar.</p>	BEDC	4/4/22	9/30/22	269	100%	<p>5/4/22 - on schedule</p> <p>5/24/22 - status update requested</p> <p>6/1/22 - Monte: "All of these projects are on schedule."</p> <p>Jul 08 2022 - Monte: "All projects remain on schedule."</p> <p>9/10/22 - pending Monte's update</p> <p>10/11/2022 - complete!</p>
3.2.2	<p>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.</p>	BEDC	4/4/22	6/30/23	539	10%	<p>10/3/22 - 10% complete</p> <p>2/8/23 - no progress reported</p> <p>3/9/23 - no progress reported</p>
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	100%	Apr 19 2022 - working group formed with Tistrya as chairperson. This completes the TB portion of the task. 10/11/22 - TB Task given to Quality Of Life committee - accommodate needs of elderly & attract/retain youth Done.
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	100%	12/13/22 - deadline extended 2/7/23 - The working group continues its outreach to other towns. 3/9/23 - no progress reported
4.1.2	The working group will submit an action plan and conceptual framework to the Town Board for approval.	WIG	5/1/22	6/30/23	439	10%	Apr 19 2022 - The town will consider joining the complete streets program to make roads convenient, safe, and efficient for all users was assigned to Mary Young to do the research and provide all relevant information to the town board before June of 2023 for the town to make the decision to join or not. Jul 8 2022 - Done
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	100%	Mary Young was designated. Jul 08 2022 - A plan is forthcoming.
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	1/1/22	2/28/22	56	100%	The due date is the date by which the committee should be formed. 9/10/22 - pending 2/7/23 - still pending, due date is 9 months away 3/9/23 - no progress reported
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 committee has been 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%	Apr 19 2022 - this topic will be on the agenda for the May 2022 TB meeting. Jul 08 2022 - On schedule 9/10/22 - extension to 11/22 needed 10/11/2022 - TB extended due date to 11/2022 12/6/22 - Extension to 3/31/23 will be requested. 12/13/22 - Deadline extended 2/7/23 - Capital Reserve accounts have been set up 3/9/23 - no progress reported
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	4/30/23	360	50%	

1-4-7	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	100%	9/10/22 - done	Mary Young <nirepccofa3@gmail.com>
5	Services for the Aged/Disabled						5/14/22 - in progress 12/1/22 - no change 3/30/22 - Mary has met with the county subcommittee on transportation. She has also been working with NLCSD, AAA, and the sheriff. 5/24/22 - status update requested 6/1/22 - Mary: "This project is still in the works, I am waiting for the Board of Supervisors to weigh in, hopefully this month." 9/20/22 - Still stalled at Board of Supervisors 10/11/22 - TB extended due date to 6/2023 2/4/23 - "The County has not given any direction, and based on the number of calls the Senior reps are getting for transportation I don't think public transportation would be used." No progress expected soon. 3/9/23 - Mary will submit a proposal for the TB's consideration at the March meeting.	
5.1	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	6/30/2023	479	0%		Bitsy Sheffer-Wiring <historian@townofnewlebanon.com>
6	Town Historian						5/24/22 - status update requested 6/1/22 - Bitsy: "The task will be completed on time." Jul 08 2022 - on schedule 9/10/22 - done	
6.1	The Town Historian will work with the Columbia County Historians group to create an online map of historic places.	ESW	1/1/22	12/31/22	360	100%		Abbie Shoobs <nirecreation3@gmail.com>
7	Recreation Commission							

7.1	CSC	SL	1/1/22	3/31/23	450	0%	<p>5/4/22 - The survey is out! 5/24/22 - status update requested 6/4/22 - Samantha - "I have given tasks out to the committee and they are working on them. I sure hope they will be completed on time." Jul 08 2022 - Abbie Shooob's is now the Recreation Committee Chairperson and will provide an update in due course. 9/10/22 - pending Abbie's update 10/3/22 - pending Abbie's update 10/22/2022 - TB extended due date to 3/2023 2/8/23 - no progress reported 2/17/23 - Research has been done and the work has begun to develop a 501c3 to support the park. 3/9/23 - no progress reported</p>
8	CSC						<p>5/4/22 - on schedule 3/30/22 - on schedule 5/24/22 - status update requested 6/1/22 - on schedule Jul 08 2022 - On schedule 9/10/22 - pending Steve's update 10/3/22 - the due date may need to change. 2/5/23 - The CSC was "informed by Columbia County this week that the Hazard Mitigation plan update that New Lebanon will adopt will take as much as a year to complete. Subject to TB approval, the new due date is 12/31/23. 3/9/23 - pending updates from the county</p>
8.1	CSC	CSC	1/1/22	12/31/23	720	0%	<p>5/4/22 - on schedule 3/30/22 - on schedule 5/24/22 - status update requested 6/1/22 - on schedule Jul 08 2022 - on schedule 9/10/22 - pending Steve's update 10/3/22 - working with LaBerge but on-time completion is unlikely. 12/13/22 - deadline extended 2/8/23 - no progress reported 3/9/23 - plan approved by TB with ARPA funds, work in progress</p>
8.2	CSC	CSC	1/1/22	6/30/23	539	0%	<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>

Steve Powers <rlcac.powers@gmail.com>

8.3	The CSC will develop a strategy to encourage the placement of bicycle racks in commercial and recreational areas.	CSC	1/1/22	9/30/22	269	100%	5/4/22 - on schedule 3/30/22 - on schedule 5/24/22 - status update requested 6/2/22 - Steve: "I am hoping to have the bike rack plan ready for the next meeting" Jul 08 2022 - Due to be discussed on July TB meeting. 9/10/22 - pending Steve's update 10/3/22 - the bike racks were ordered and delivery is pending. 10/13/2022 - complete!
9	Working Group For the Aging						Apr 19 2022 - working group formed with Tistrya as chairperson. WG will submit its report by 12/31/22. 5/24/22 - status update requested 6/2/22 - pending Tistrya's update 9/10/22 - pending Tistrya's update 10/3/22 - pending update 10/13/22 - TB extended due date to 6/2023 2/8/23 - no progress reported
9.1	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.	Tistrya	4/30/22	6/30/23	420	0%	

Mary Young <mlrepccofa3@gmail.com>

County Update 3/10/23:

The CEDC hired Chris Brown as our housing coordinator to work with the County housing task force on housing issues.

The County is hosting 4 public listening sessions across the County to hear from community members who feel they have been impacted by substance use and to discuss how to address substance use and all related topics. NL will host one at the LVPA on Wednesday, May 3rd at 6pm with doors opening at 5:30pm.

