

**MINUTES OF THE REGULAR MONTHLY MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON JANUARY 10, 2023**

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

Recording Secretary: Marsha “Marcie” Robertson, Town Clerk

Others Present: Sharon Powers, IT Website Support, BEDC & QOL Com. Member
Steve Powers, CAC Member & CSC Chair
Josh Young, Planning Board Member, BEDC Chair & CAC Member
Kyle Kuffel, Shaker Preservation Com. Chair
Carol Reichert, Shaker Preservation Com. Member
William O’Neill, CAC Co-Chair
Peg Munves, CAC Co-Chair
Bruce Shenker, NL Rep to CC Enviro. Mgmt. Com.
Ed Godfroy, LVPA
Mary Young, NL Rep to CC Office for the Aging & Traffic Safety
Members of the Public

CALL TO ORDER:

The meeting was called to order at 6:00pm 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 held and dedicated to the eight families that were displaced from their homes due to an unfortunate accident, followed by the flag salute. The emergency exits were pointed out.

MINUTES:

The minutes of the **November 15, 2022 Regular Meeting, November 28, 2022 Special Meeting** on ARPA Funds, and **November 30, 2022 Special Meeting** of the Town Board & Planning Board were reviewed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously, to approve the three sets of minutes as typed.

FINANCIAL:

Supervisor's Report:

The Supervisor's Report as of December 31, 2022 was available to the public via the Town Clerk's email and the Town website and the Town Board was emailed the Supervisor's Report by Supervisor Houghtling.

A motion was made by Councilmember Anthonisen to accept the Supervisor's report for December as typed. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

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 received for the first POF.

Shelley Hurst: Shelley stated that she has many years of marketing experience and as a new member of the Recreation Commission she believes that they can do more marketing and reach a wider age range of residents in town through other social media platforms. Shelley was speaking directly about Instagram which is owned by Facebook. She stated that over forty New York State offices and twenty-three local towns and ordinances have their own Instagram accounts. The New Lebanon Library has an Instagram account. She stated 84% of the younger generation uses Instagram. Shelley thinks creating a town Instagram presence will be a good way to reach the younger generation and hopefully help to get them more involved in the town. Shelley offered to help set it up and maintain an Instagram account.

Supervisor Houghtling: The Supervisor responded that she is open to Shelley's idea and suggested that she and Shelley get together to work out the details. The social media Policy will need to be updated to include Instagram.

Shelley Hurst: Shelley stated that one of the reasons she joined the Recreation Commission is that her daughter was very involved and participated in the summer park program. She stated that historically the Recreation Commission recommended people for the director position for the summer youth program even though they didn't make the appointment. She stated that she has heard about interviews being held and hasn't seen any resumes, not that she is expecting to. Shelley stated, having a human resources background she is concerned with who will be in that position. She has a six-year-old who can participate in the program, she worries about her safety. She doesn't use the park program as a day care, she uses it as an opportunity for her daughter to make new friends. Shelley stated that she heard interviews have happened and there is a very qualified candidate and an unknown candidate. She stated that there is concern and discussion going on that it could be taking on the face of nepotism, and that concerns her. She stated that she just wanted to let the board know so that they are hearing what she is hearing.

Supervisor Houghtling: The Supervisor responded that they have two very qualified candidates. The board is holding second round interviews tonight because they have two qualified candidates.

Shelley Hurst: Shelley stated that she knows one candidate has been part of the park program for many years, and she wanted to know if she could ask to know a little about the second candidate.

Supervisor Houghtling: The Supervisor responded that the other candidate has been PTA President, is on the school board of education, a father to three children and works at a professional venue that does events for families and children.

Shelley Hurst: Shelley asked if the candidate actually works with children on a regular basis, because the PTA and the school board aren't really working with children.

Supervisor Houghtling: The Supervisor responded that she can tell Shelley that they have two very qualified candidates, the board is going to do second round of interviews and she also told Shelley that small town rumors aren't always based in facts and they often tend to spread like wildfire.

Shelley Hurst: Shelley stated that as a parent of a six-year-old, she worries. She doesn't send her daughter to summer camp as a daycare, she sends her to have fun. She worries about her safety and who she's involved with.

Supervisor Houghtling: The Supervisor responded that they have five very qualified Town Board members here to make sure that Shelley's child is safe and Supervisor Houghtling stated that she doesn't think it is fair to take small town rumors and say that there is an unqualified or unsafe candidate, because that is just not true.

Shelley Hurst: Shelley stated that she didn't say unsafe, she said an unknown candidate. She stated that she doesn't know this candidate. She stated that she was told one qualified and one unknown. Shelley stated that there are conversation happening and she wanted the Town Board to be aware.

Supervisor Houghtling: The Supervisor responded that she can say that is false and children's safety is of the utmost importance to all of the Town Board.

CERTIFICATE OF APPRECIATION – DAVID FARREN:

Supervisor Houghtling presented David Farren with a Certificate of Appreciation for all of his many years of volunteer service as a member and Chair of the CAC. Through David's tremendous efforts, the town adopted the NRCP and received grant funding for it. David applied for many different grants, including grants that weren't necessarily related to the CAC helping the town get funding for the Comprehensive Plan and other updates. David played a key role in the Trees for Tribs program, getting the town funding and acceptance for the program. David also took the lead on the CEA designations that were recently passed. Supervisor Houghtling stated that so much has been accomplished under David's leadership and the town is very grateful for all of the countless hours that he has put into the CAC. Trough David's leadership, the CAC really became a committee in New Lebanon that got things done and David will be missed.

EXECUTIVE SESSION:

Supervisor Houghtling stated that the board is going to enter into executive session to interview candidates for Summer Youth Camp Director position.

A motion was made by Supervisor Houghtling to enter into an executive session at 6:15pm for the purpose of interviewing Summer Youth Program Directors and inviting Rob Long and Caitlyn Williams into the executive session at different times. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

A motion was made by Supervisor Houghtling to exit Executive Session at 6:56pm. The motion was seconded by Councilmember Buckenroth.

Roll Call Vote:

Councilmember Buckenroth -	Aye
Councilmember Gordon -	Aye

Supervisor Houghtling -	Aye
Councilmember Trainor -	Aye
Councilmember Anthonisen -	Aye

AUDIT OF BILLS:

2022 Bills:

General No. 541, in the amount of \$1.76;
As listed on Abstract No. 12C dated January 10, 2023.

General Nos. 542 through 549, in the amount of \$8,236.72;
As listed on Abstract No. 12D dated January 10, 2023.

Highway Nos. 161 through 165, in the amount of \$7,940.44;
As listed on Abstract No. 12B dated January 10, 2023.

2023 Bills:

General Nos. 1 through 18, in the amount of \$40,595.63; and
Highway Nos. 1 through 5, in the amount of \$3,508.85;
As listed on Abstract No. 1 dated January 10, 2023.

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

Roll Call Vote:

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

COMMITTEE/LIAISON REPORTS:

Assessor (Councilmember Anthonisen):

Councilmember Anthonisen read the following report from the Assessor:

Exemptions –

- *All exemption renewals have been sent to owners and are due back no later than March 1, 2023.*
- *New legislation requires the Assessor to send a second mailing on Feb. 1st to Seniors that have not responded to their Low-Income Senior renewals. This takes time and resources. As always, I have encouraged exemptions to be mailed back promptly.*
- *New Legislation just signed also requires a 2nd notice of Low-income senior exemption availability to all residential parcels. This is in addition to the same information that is printed on the back of*

the tax bills. This notice must also go out by Feb. 1st. Again, time and resources. We have not budgeted for this and we must address this immediately. At the time of writing this report, I do not know if the assessor will be doing the printing and mailing or if the County will print for us to mail.

- *New Legislation changes the Firefighters and ambulance workers exemption. Prior to this only some counties in the State had opted in. The RPTL 466 was followed by a letter depending on which County had opted in. Columbia county being a "C". The change in legislation removes the "C" and all Counties/Towns may opt in. This exemption allowed for a 10% reduction up to a CAPPED amount of \$3,000 of assessed value, equalized. It now reads "up to 10%" and removes the \$3,000. With the changes we have 3 years to update our Local law. Note, a person may not have this exemption AND take a CREDIT on their NYS Income Tax return. We only have 3 residents with this exemption.*

Around the Office –

- *Assessor is processing exemptions, reviewing and processing sales, reviewing permits and finishing field work to produce any new values needed.*
- *It is also that time of year to work with and review the States information that's goes into determining the next equalization rate. The residential trend given to us by the STATE is 13% on top of the 17% from last year. Land and Commercial are trending around 6%. The 2022 Roll LEVEL of assessment is 90%. With the new Trends our residential levels are down to about 75%.*
- *As you are aware we postponed the Full Reassessment until the 2024 Roll. However, the plan is to "update" the Roll to keep assessments at the current level or slightly above. With that, all residents should expect and increase for the 2023 Roll. Notices will be sent out May 1st.*

Building Department (Councilmember Trainor):

Councilmember Trainor stated nothing to report at this time.

Business & Economic Development (Councilmember Gordon):

Josh Young, BEDC Chair reported the following:

- *We created three new subcommittees: one to research how to establish a nonprofit entity that can receive monies from Town residents and the Town itself to provide charitable services for Town residents and businesses, one to create a roadmap for a local entrepreneur to start a local news outlet, and one to create a roadmap for a local entrepreneur to start a childcare service*
- *We voted unanimously to recommend that the Town Board fully fund the CAC's request for water testing downtown*
- *We recommend that the Town Board add to the BEDC the people who have recently submitted letters of interest: Silke Fuchshofen, Eileen Raab, Rochelle DiRe, Chris Jansson, and Rae Gilson*

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

William O'Neill, CAC Co-Chair reported the following:

The CAC asked that Bruce Shenker be confirmed as a member of the Committee, while noting that Josh Young had withdrawn his application in order to focus his attention on the BEDC and the waste water study issues. Josh will continue to work with the CAC in his BEDC capacity.

We noted our thanks to David Farren for his many years of outstanding service on the CAC. His leadership, knowledge and understanding will be missed.

The CAC asked the TB to approve the requested funds for water testing. The CAC would establish a program to reimburse home and business owners for the cost of water testing provided they share the results of such testing, particularly in regard to the "Forever Chemicals." It is hoped that the testing area will cover many areas in town with an emphasis in the down town area and near the high school.

The CAC also asked the TB to consider adopting a resolution to accept the Drinking Water Source Protection Program Plan (DWSP2) prepared with New York Rural Water Association at its February meeting. A draft of such resolution has subsequently been forwarded to the Town.

Supervisor Houghtling asked for the CAC to send a final email to her and the Town Clerk with the final submission of the DWSP2 and stating that it is the final version for Town Board approval.

Supervisor Houghtling stated that the board did receive the CAC's ARPA funds request. The board requested five different groups to submit their request for ARPA funds and the board is waiting on one of those groups to return their request. The board is waiting for Steve Powers and Bruce Shenker to submit their request for increasing access to the rail trail. Supervisor Houghtling is going to email them both again and with the details of what the board is looking for.

Steve Powers, CSC Chair reported the following:

Based on the Town Board's approval of utilizing the NYSERDA \$70000 grant money that the CSC achieved through the Clean Energy Communities program for solar panels on Town Hall, the CSC is moving ahead with the process of submitting the application. This will take some time but we hope to have them installed by this summer when the most electricity can be generated.

Our composting team has reached out to residents in one of the trailer parks to see if they would be willing to participate in a more robust project involving separating food scraps and all

interviewed gave the thumbs up. So, we are putting all the pieces together to see what grant funding is available to potentially hire someone for collections and collaborate with the county which has started their own program.

We will be starting an educational program to promote the incentives available under the federal IRA legislation for residents to purchase heat pumps, solar panels and electric vehicles.

You may have seen the article in The Columbia Paper last week about climate smart programs in Columbia County. New Lebanon was highlighted and got the most coverage of any town although they incorrectly said we had already installed solar panels here. One of the points I mentioned in the interview, and to other towns, was the key to our success has been a supportive Town Board and we thank you all again for the cooperation and encouragement. We also had a press release in the Eastwick Press last week.

Thanks all. Thank you!

Bruce Shenker, NL Rep CC Environmental Management reported the following:

The Shaker Swamp Conservancy has received a preliminary report for the feasibility study on a trail through the swamp. this will be discussed in detail at a meeting on January 11.

At a meeting with Andy Vadnais, head of Darrow school, he expressed enthusiastic support (pending board approval) for parking and a trail head at the school as a way to bring the town and school closer together. The piece of the trail from Darrow to the Island would be a fantastic first step in creating a trail in the swamp.

Fire, Law Enforcement & Emergency (Councilmember Trainor):

Councilmember Trainor reported that the new firehouse is underway and anyone driving by can see the progress that is being made. Councilmember Trainor stated that he was told that the LVPA was on scene for the accident that occurred across the street from the Town Hall.

Ed Godfroy, LVPA reported that the new building is moving along, it has been ordered. The company came out and inspected the foundation twice during its construction and they approved it both times. Jeff Hattat, CEO for the town was on site and approved it both times. The company has said the end of March or first part of April for delivery of the new building. Ed spoke regarding the family that had offered the LVPA the \$250,000 matching grant was pleased with the outpouring of the community and their donations so they gave the LVPA the matching grant. The LVPA still has donations coming in and they thank everyone who has donated very much.

Supervisor Houghtling read the following report: December of 2022, the LVPA had a total of 90 people put in 175.37 hours.

Highway (Superintendent Winestock & Councilmember Trainor):

Councilmember Trainor reported that he had a discussion with Highway Superintendent Winestock and suggested that he contact Councilmember Trainor with any of his needs or concerns to present to the board.

Supervisor Houghtling stated that she received a call from Highway Superintendent Winestock but it wasn't in time to put onto the agenda for the meeting. There is a policy in place that if a repair to a highway truck or anything like that is going to be over \$5,000, it will need Town Board approval. She stated that normally the board would hold a special meeting, but he called her on Friday. Supervisor Houghtling reported that Highway Superintendent Winestock has a truck that is at Metro Ford for repair, something with the computer system and just the part is \$4,300, this will definitely exceed the \$5,000.

A motion was made by Supervisor Houghtling to authorize up to \$10,000 for the truck repair for the current truck that is at Metro Ford. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

Supervisor Houghtling stated that if for some reason the repair goes over the \$10,000, the board will hold a special meeting and discuss it.

Historian & LVHS: (Councilmember Trainor):

Historian:

Councilmember Trainor reported that the historian is resuming her duties in January, after taking a two-month leave.

LVHS:

Councilmember Trainor reported that the LVHS is not active at this time, but will be in the spring.

Justice Court/Constable (Councilmember Anthonisen):

Councilmember Anthonisen stated nothing to report at this time.

Library (Councilmember Buckenroth):

Councilmember Buckenroth reported the following from the library:

Two new computers have been installed with updated Microsoft Office software for use by our community.

Buildings, Parks & Recreation (Councilmember Buckenroth):

Councilmember Buckenroth reported the following:

No meetings until March. We are talking about a pot luck to raise money for the train depot, as well as monthly “clean up” for the trail

Supervisor Houghtling announced that the ice-skating rink is ready to go as soon as the weather cooperates.

Seniors (Councilmember Gordon):

Mary Young stated nothing to report at this time.

Traffic Safety (Councilmember Gordon & Mary Young):

Mary Young reported the following:

The traffic speed sign will be placed soon on West Street.

Volunteers (Councilmember Anthonisen):

Councilmember Anthonisen stated nothing to report at this time.

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

Quality of Life Committee (Councilmember Anthonisen):

Councilmember Anthonisen stated nothing to report at this time.

Comprehensive Plan Action Item Update (Supervisor Houghtling):

Supervisor Houghtling reported that Norman Rasmussen sent the board the updated spreadsheet that had the items done at the December board meeting. No other updates at this time.

County Update (Supervisor Houghtling):

Supervisor Houghtling reported that the County doesn't have December committee meetings, no update at this time.

OLD BUSINESS:

Re-appointment of 2 Recreation Commission Members:

Supervisor Houghtling stated that an oath must be signed in the Town Clerk's office within 30 days of an appointment. Shantel Schonour and Shelley Hurst were appointed to the Recreation Commission at the 9/14/2022 meeting but the Town Clerk did not email them about coming to do their oaths until 12/9/2022, which was already past the deadline

therefore they were never officially on the recreation commission. Supervisor Houghtling stated that now they need to re-appoint them both to the same terms they were appointed to on 9/14/2022 (Shantel to remainder of 7-year term to expire 12/31/2026 & Shelley to remainder of 7-year term to expire 12/31/2023) and they need to sign an oath in the town clerk's office within 30 days of 1/10/2023.

A motion was made by Supervisor Houghtling, seconded by Councilmember Buckenroth and approved unanimously to appoint Shantel Schonour to the Recreation Commission with a term ending 12/31/2026 and Shelley Hurst with a term ending 12/31/2023.

Pavilion Kitchen Renovations – Issue RFP:

Supervisor Houghtling stated that the town had \$40,000 in the 2022 budget to renovate the kitchen at the pavilion. The board passed an encumbering funds resolution because they are working on the kitchen project and need to bring the unspent funds into the 2023 budget. Supervisor Houghtling stated that she thought she had come to the town board, if she didn't, she apologizes. The current kitchen doesn't meet any of the standards but it is grandfathered. Any new renovations have to be to current specs and codes. If the board wants to install any type of cooking surface or appliance, one of the issues is that they would have to install a hood, vent system because it is considered a commercial kitchen because it is rented out. Supervisor Houghtling stated that just the stove this/range could run between \$5,000 and \$10,000. Supervisor Houghtling stated that she thought she had come to the board and discussed this. She stated that most people do not cook at the pavilion and if they do, they use the grill or bring their own. Supervisor Houghtling met with Jeff Hattat, CEO, Paul McCreary, Engineer and talked with prior board member Jesse Newton and they made several site visits to the pavilion and she thought that the board had agreed that doing a commercial kitchen would be too expensive. Supervisor Houghtling and the Town Board discussed the details of what is going to be done in the renovation project.

Supervisor Houghtling stated that to save money, the town will take out the appliances that are being kept and anything else that will go back into the kitchen after the renovation is complete. In order to stay within the \$40,000 budgeted for the renovation there will not be any changes made to the exterior walls, roof or plumbing. The town will be picking out and purchasing the cabinets and countertops from Home Depot and not purchasing them through the contractor that wins the bid. The contractor will install those items.

Supervisor Houghtling stated that Paul McCreary, Engineer did agree to moving the timeline of the project up earlier than mid-June. If the board agrees to go out to bid tonight, the engineer will have the specs to the Town Clerk by January 17th, giving bidders about three weeks to submit bids. Supervisor Houghtling stated that if they go out to bid she plans to send the bid notice directly to local contractors that she knows.

Councilmember Gordon expressed her concerns about not doing a commercial kitchen at the pavilion. She feels that they will be missing out on possible rentals that can be charged accordingly to help offset the expense of the upgrade.

Supervisor Houghtling stated that she doesn't think that the pavilion is the place for a commercial kitchen.

Councilmember Buckenroth stated that she worries that if the fee to rent the pavilion is raised for it having a commercial kitchen available it will make the rental not affordable to potential renters who don't require a commercial kitchen. She stated that she does like the idea of bringing another feature to the park she just doesn't know if that feature will serve the community, she needs to think more about it.

A motion was made by Supervisor Houghtling, seconded by Councilmember Buckenroth and approved unanimously to go out to bid with the notice to bidders created by Paul McCreary, Engineer with bids due to the Town Clerk's office by Monday, February 13th, 2023 at 3:00pm and asking the Town Clerk to notice the Eastwick press.

Intro LL #6 of 2022 – Moratorium on Demolition of Historic Structures:

Supervisor Houghtling stated they the received feedback from the Town and County Planning Boards that states that they both support the Introductory Local Law which is the moratorium on demolishing historic buildings. The town attorney emailed the motion language to be made.

A motion was made by Councilmember Trainor to enact Introductory Local Law No. 6 of 2022 as final Local Law No. 1 of 2023 and to authorize and direct the Town Clerk and Town Supervisor to transmit Local Law No. 1 of 2023 to the New York State Secretary of State for filing in accordance with the Municipal Home Rule Law. The motion was seconded by Councilmember Buckenroth.

Roll Call Vote:

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

Supervisor Houghtling stated that there will be no further SEQRA action on Intro LL 6 of 2022, as it is a moratorium and is therefore a Type II action, exempt from SEQRA review.

PZ Clerk Appointment:

Supervisor Houghtling stated we received one letter of interest from Samantha Long who is currently the Court Clerk. The Planning and Zoning Board Chair interviewed with Samantha and sent a recommendation to the Town board, that she be appointed.

Supervisor Houghtling stated that the only potential conflict is that the PZ Clerk is fifteen hours a week, Samantha is currently thirty hours a week as the Court Clerk. There cannot be an appointed employee to more than forty hours a week. Supervisor Houghtling stated that in conversations with Samantha, the work in the court has decreased significantly, she doesn't have thirty hours of work in the court. Reducing the hours in the court to twenty-five hours a week would still give Samantha the time she needs to complete the work needed in the court.

Supervisor Houghtling stated that Samantha contacted non-judicial ethics to ensure that there is no conflict between the two positions, they didn't see an issue with it but they recommend that the Supervisor put in writing that the Supervisor is okay with Samantha holding both positions. Supervisor Houghtling stated that she wrote the letter and put it on file with the email correspondence from Samantha with the non-judicial ethics was okay with Samantha holding both positions. Supervisor Houghtling stated that she emailed both of the judges and asked for them both to submit in writing that they are okay with the Court Clerk position going from thirty to twenty-five hours a week. She received an email from Judge Nevers, that he approves the change of hours for the Court Clerk and forwarded it to the board. Supervisor Houghtling stated that she is not looking to change the court budget, so if something changes in the court and the work load were to increase, the Deputy Court Clerk could take on more hours but not Samantha. Supervisor Houghtling stated that she did not get a letter from Judge Byrne. Supervisor Houghtling stated that she contacted the town attorney and asked him if it is required that she hear from both judges. The attorney responded that in this case the town board doesn't need the judge's approval. Supervisor Houghtling stated that Samantha indicated that verbally Judge Byrne did tell her that she is fine with this.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously to reduce the hours of the Court Clerk position from thirty hours a week to twenty-five hours a week continuing with Samantha Long as the Court Clerk at the same rate set forth in the organizational meeting.

A motion was made by Supervisor Houghtling, seconded by Councilmember Buckenroth and approved unanimously to appoint Samantha Long as the Planning Board and Zoning Board Clerk for the year 2023 at the rate of \$16.50 per hour, not to exceed fifteen hours per week.

Supervisor Houghtling stated that this now makes Samantha a full-time employee. She stated that any time they can have an employee be full-time and receive benefits, it makes it a better job for someone. She stated that it allows employee retention and all of those

things. Supervisor Houghtling stated that she is not sure if Samantha is going to take the health insurance or the buyout, but there could be a budget amendment needed at some point on the health insurance budget line. Supervisor Houghtling stated she will find out from Samantha what she plans to do and will let the board know.

CAC Letters of Interest:

Supervisor Houghtling stated there are two vacancies on the CAC. The board has heard from the CAC that they wish to appoint Bruce Shenker.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously to appoint Bruce Shenker to the CAC with a term ending 12/31/2024.

BEDC Letters of Interest:

Supervisor Houghtling stated they received a resignation from Anna Duhon. Supervisor Houghtling stated there is also a BEDC member that failed to take the required annual workplace violence and sexual harassment training. She sent many emails and called but got no response back.

Supervisor Houghtling stated that they received five letters of interest for new members.

A motion was made by Supervisor Houghtling, seconded by Councilmember Buckenroth and approved unanimously to accept the resignation from the BEDC from Anna Duhon.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously to remove Stephen Abramson from the BEDC due to failure to take the mandatory 2022 annual training.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to appoint the following five people to the BEDC; Rochelle DiRe, Chris Jansson, Silke Fuchshofen, Rae Gilson, and Eileen Raab.

Supervisor Houghtling spoke to Josh Young, BEDC Chair stating that most committees have a resolution that creates them that defines a number of members, a term and allows a better tracking system. Supervisor Houghtling asked Josh Young to discuss this with the BEDC and come back to the Town Board if the BEDC would prefer that structure or if they like it as it is.

Walkable Downtown

Supervisor Houghtling stated they had to cancel the last meeting due to the bad weather, they are working on re-scheduling the meeting.

Noise Ordinance Request:

Supervisor Houghtling reported no update, keeping on the agenda so it doesn't fall off the radar.

Well Test:

Supervisor Houghtling reported no update, keeping on the agenda so it doesn't fall off the radar.

SYP Director Appointment:

Supervisor Houghtling stated that the board did second round interviews, they do have a candidate to appoint but they are changing it a little from how they did it in the past.

A motion was made by Supervisor Houghtling to appoint Robert Long as Summer Youth Program Director for 2023 at an hourly rate of \$21.00 an hour, not to exceed \$10,500 for the year. The motion was seconded by Councilmember Buckenroth.

Roll Call Vote:

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

Highway Truck Bond Resolution & Issue Bid Notice for 2nd Truck:

Supervisor Houghtling stated that she did contact the bond council and they prepared a Bond Resolution. The Bond Resolution is subject to Permissive Referendum, so the board has to wait thirty days. The board does not have to take any more action, the Bond Resolution is also the Purchase Resolution. The Bond Resolution is for two trucks. Supervisor Houghtling stated that if for some reason the second truck doesn't come through, the board doesn't have to borrow the whole amount. Supervisor Houghtling stated that once the thirty days have passed, the purchase is a go and they can close on the bond. Supervisor Houghtling stated that the Bond Resolution gives her the authority to close, they can either close as soon as the thirty days are up or they can wait until the trucks are ready and close then. The bond attorney recommends waiting to close until the trucks are ready for the town to take possession. The board agreed to go with the recommendation of the bond attorney.

Supervisor Houghtling stated that when the town went out to bid, knowing that they were potentially purchasing two trucks, they went out to bid for one. Supervisor Houghtling stated that was done because of issues with availability, if a bidder doesn't have two trucks and they don't bid at all. Supervisor Houghtling stated that in her mind, they go out to bid

for one, they are allowed to buy five. According to the town attorney, they cannot do that, they have to go back out to bid for the exact same truck.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor to go out to bid for a second truck with the exact same bid notice that they went out with before with the exception of the date changing with bids due on or before February 10th, 2023 at 4:00pm.

Supervisor Houghtling asked the Town Clerk to send the new bid notice to Zwack and Marchese, they know it is coming, Supervisor Houghtling already told them.

Highway Truck Bond Resolution:

TOWN OF NEW LEBANON
RESOLUTION NO. 9
BOND RESOLUTION DATED JANUARY 10, 2023

A RESOLUTION AUTHORIZING THE ACQUISITION OF TWO HIGHWAY MAINTENANCE TRUCKS EACH WITH DUMP BODY AND PLOW AND THE ISSUANCE OF SERIAL BONDS OF THE TOWN OF NEW LEBANON, COLUMBIA COUNTY, NEW YORK, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$315,900 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE THE COST THEREOF, PROVIDING THAT THIS RESOLUTION SHALL BE SUBJECT TO A PERMISSIVE REERENDUM AND DELEGATING CERTAIN POWERS IN CONNECTION THEREWITH TO THE TOWN SUPERVISOR

BE IT RESOLVED, by the Town Board of the Town of New Lebanon in the Town of New Lebanon, Columbia County, New York (the "Town") (by the favorable vote of not less than two-thirds of all of the members of the Board) as follows:

SECTION 1. The acquisition of two (2) F550 4x4 maintenance trucks each with dump body and plow for highway department purposes is hereby authorized at an estimated maximum cost of \$315,900, and said amount is hereby appropriated therefor. It is hereby determined that said purpose is an object or purpose described in subdivision 28 of paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is fifteen years.

SECTION 2. It is hereby determined that the aforesaid purpose constitutes a Type II action as defined under the State Environmental Quality Review Regulations, 6 NYCRR Part 617, which has been determined under SEQR not to have a significant impact on the environment.

SECTION 3. The Town Board plans to finance the total cost of said purpose by the issuance of serial bonds of the Town in an amount not to exceed \$315,900, hereby authorized to be issued therefor pursuant to the Local Finance Law.

SECTION 4. It is hereby determined that the proposed maturity of the obligations authorized by this resolution will be in excess of five years from the original date of issuance of such obligation.

SECTION 5. Current funds are not required to be provided prior to the issuance of the bonds authorized by this resolution or any notes issued in anticipation of said bonds.

SECTION 6. The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the Town for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. This resolution shall constitute a statement of official intent for purposes of Section 1.150-2 of the Treasury Regulations.

SECTION 7. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said bonds shall contain the recital of validity prescribed by Section 52.00 of the Local Finance Law. The faith and credit of the Town are hereby irrevocably pledged for the payment of the principal of and interest on said bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on said bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of the Town a tax sufficient to pay the principal of and interest on said bonds as the same become due and payable.

SECTION 8. Subject to the terms and contents of this resolution and the Local Finance Law, and pursuant to the provisions of Sections 30.00, 50.00 and 56.00 to 63.00, inclusive, of said Law, the power to authorize bond anticipation notes in anticipation of the issuance of the serial bonds authorized by this resolution and the renewals of said notes and the power to prescribe the terms, form and contents of said serial bonds, and said bond anticipation notes (including without limitation the date, denominations, maturities, interest payment dates, consolidation with other issues, and redemption rights), the power to determine to issue said bonds providing for substantially level or declining debt service, the power to determine to issue said bonds as statutory installment bonds, and the power to sell and deliver said serial bonds and any bond anticipation notes issued in anticipation of the issuance of such bonds, is hereby delegated to the Town Supervisor, the Chief Fiscal Officer of the Town. The Town Supervisor is hereby authorized to sign any serial bonds issued pursuant to this resolution and any bond anticipation notes issued in anticipation of the issuance of said serial bonds, and the Town Clerk is hereby authorized to affix the corporate seal of the Town to any of said serial bonds or any bond anticipation notes and to attest such seal.

SECTION 9. The Town Supervisor is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution, and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution and any notes issued in anticipation thereof as "qualified tax-exempt bonds" for purposes of Section 265(b)(3)(B)(i) of the Code.

SECTION 10. Within ten days after the adoption of this resolution, the Town Clerk is hereby authorized and directed to cause to be published at least once in the in The Eastwick Press, being a newspaper having a general circulation in the Town and hereby designated as the official newspapers of the Town, and to be posted on the sign board of the Town maintained pursuant to the Town Law, a notice which shall set forth the date of adoption of this resolution and contain an abstract thereof, concisely stating its purpose and effect and specifying that this resolution was adopted subject to a permissive referendum.

SECTION 11. This resolution shall take effect thirty days after adoption, unless there shall be filed with the Town Clerk a petition signed and acknowledged by the electors of the Town qualified to vote upon a proposition to raise and expend money, in number equal to at least five per centum of the total vote cast for governor in the Town at the last general election held for the election of State offices, protesting against this resolution and requesting that the matter be submitted to the qualified electors of the Town at a referendum in the manner provided by Article Seven of the Town Law.

SECTION 12. The validity of said serial bonds or of any bond anticipation notes issued in anticipation of the sale of said serial bonds may be contested only if:

- (1) Such obligations are authorized for an object or purpose for which the city is not authorized to expend money; or
- (2) The provisions of law which should be complied with at the date of the publication of this resolution are not substantially complied with;

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication; or

- (3) Such obligations are authorized in violation of the provisions of the Constitution of New York.

SECTION 13. Upon the effective date hereof, the Town Clerk is hereby authorized and directed to publish this resolution, or a summary thereof, together with a notice in substantially the form provided by Section 81.00 of the Local Finance Law, in The Eastwick Press, being a newspaper having a general circulation in the Town and hereby designated as the official newspapers of the Town for such publication.

SECTION 14. This resolution shall take effect immediately.

A regular meeting of the Town Board of the Town of New Lebanon, Columbia County, New York was convened in public session at the Town Hall, 14755 Route 22 North, New Lebanon, New York, on January 10, 2023 at 6:00 p.m., local time.

The meeting was called to order by Supervisor Houghtling, and, upon roll being called, the following members were:

PRESENT:

Tistrya Houghtling Supervisor
Marianna Anthonisen Member
Britt Buckenroth Member
Deborah Gordon Member
John Trainor Member

ABSENT:

The following persons were ALSO PRESENT:
Marcie Robertson Town Clerk/Recording Secretary
Steve Powers CAC Member & CSC Member & Chair
Sharon Powers IT Website Support & BEDC Member
Shelley Hurst Recreation Commission
Kyle Kuffel Shaker Preservation Committee
Carol Reichert Shaker Preservation Committee
Mary Young NL Rep to CC OFA & Traffic Safety
William O'Neill CAC Member & Co-Chair
Josh Young CAC Member & CSC Member & Chair
Bruce Shenker NL Rep to CC Env Mgt Council
Ed Godfroy LVPA Chief
Peg Munves CAC Member & Co-Chair

The following resolution was offered by Supervisor Houghtling, seconded by Councilmember Buckenroth, to wit;

RESOLUTION NO. 9
BOND RESOLUTION DATED JANUARY 10, 2023

A RESOLUTION AUTHORIZING THE ACQUISITION OF TWO HIGHWAY MAINTENANCE TRUCKS EACH WITH DUMP BODY AND PLOW AND THE ISSUANCE OF SERIAL BONDS OF THE TOWN OF NEW LEBANON, COLUMBIA COUNTY, NEW YORK, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$315,900 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE THE COST THEREOF, PROVIDING THAT THIS RESOLUTION SHALL BE SUBJECT TO A PERMISSIVE REERENDUM AND DELEGATING CERTAIN POWERS IN CONNECTION THEREWITH TO THE TOWN SUPERVISOR

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

Supervisor Tistrya Houghtling	Aye
Councilmember Marianna Anthonisen	Aye
Councilmember Britt Buckenroth	Aye

Councilmember Deborah Gordon

Aye

Councilmember John Trainor

Aye

The foregoing resolution was thereupon declared duly adopted.

CERTIFICATE OF RECORDING OFFICER

The undersigned hereby certifies that:

(1) She is the duly qualified and acting Clerk of the Town of New Lebanon, Columbia County, New York (hereinafter called the "Town") and the custodian of the records of the Town, including the minutes of the proceedings of the Town Board, and is duly authorized to execute this certificate.

(2) Attached hereto is a true and correct copy of a resolution duly adopted at a meeting of the Town Board held on the 10th day of January, 2023 and entitled:

BOND RESOLUTION DATED JANUARY 10, 2023

A RESOLUTION AUTHORIZING THE ACQUISITION OF TWO HIGHWAY MAINTENANCE TRUCKS EACH WITH DUMP BODY AND PLOW AND THE ISSUANCE OF SERIAL BONDS OF THE TOWN OF NEW LEBANON, COLUMBIA COUNTY, NEW YORK, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$315,900 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE THE COST THEREOF, PROVIDING THAT THIS RESOLUTION SHALL BE SUBJECT TO A PERMISSIVE REERENDUM AND DELEGATING CERTAIN POWERS IN CONNECTION THEREWITH TO THE TOWN SUPERVISOR

(3) Said meeting was duly convened and held and said resolution was duly adopted in all respects in accordance with law and the regulations of the Town. To the extent required by law or said regulations, due and proper notice of said meeting was given. A legal quorum of members of the Town Board was present throughout said meeting, and a legally sufficient number of members (two-thirds of the Town Board) voted in the proper manner for the adoption of the resolution. All other requirements and proceedings under law, said regulations or otherwise incident to said meeting and the adoption of the resolution, including any publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

(4) The seal appearing below constitutes the official seal of the Town and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, the undersigned has hereunto set her hand this 10th day of January, 2023.

-SEAL-

Marcie Robertson

Town Clerk

Building Department New Software Request:

Supervisor Houghtling stated that unfortunately this has to be tabled. The town attorney is working on adding items into the contract with cloud permitting based on all the feedback received from Josh Young, Monte Wasch, Elizabeth Brutsch and Cissy Hernandez. The attorney is also working on a digital records policy for the board to adopt.

Designation of Voting Delegate & Alternate for Business Session of the NYS Association of Towns:

Supervisor Houghtling stated this resolution was tabled last month waiting to see if Councilmember Anthonisen wanted to attend in New York City.

Councilmember Anthonisen stated that she is not going to attend. No action, no designation.

NEW BUSINESS:

Quality of Life Committee Letters of Interest:

Supervisor Houghtling stated that they received two letters of interest from Kyle Kuffel and Danielle Kuffel.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously to appoint Kyle Kuffel and Danielle Kuffel to the Quality-of-Life Committee.

Diversity & Inclusion Committee Resignation:

Supervisor Houghtling reported they received a resignation email from Sharon Powers.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to accept Sharon Powers resignation from the Diversity & Inclusion Committee.

Supervisor Houghtling stated that Charles Grice failed to complete the required annual training. She sent him several emails and called, no response.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to remove Charles Grice from the Diversity & Inclusion Committee for lack of required training for 2022.

Highway 284 Agreement:

Supervisor Houghtling stated that she has amendments to the proposed 284 Agreement. Supervisor Houghtling stated that she looked back at her notes from last year and she discussed it with the Association of Towns and the Comptroller's Office, she called the Highway Superintendent and he told her to amend the agreement details.

Section #1 is the entire highway DA-5110 account, general repairs and it has to match. In the DA-5110.1 and .4 is \$312,225, that has to be the amount in section #1. It is still forty-eight miles of road. Section #2 is the CHIPS money; this amount has to equal what the town is getting in CHIPS (DA-5112 accounts). Highway Superintendent Winestock had \$90,000 and \$95,000 which totals \$185,000 but he has \$209,578 in the CHIPS accounts. The amounts on the 284 agreement needs to match what is in the budget. Supervisor Houghtling stated that it should be equal to the DA-5112 accounts but it is allowed to go over because the wording on the agreement is "not over the sum of". Supervisor Houghtling stated that the Highway Superintendent wants to keep Kinderhook Lane (B) at \$90,000 but he wants take the remaining \$44,578 and add it to the West Hill Road (A) changing it from \$95,000 to \$119,578. Everything else stays the same.

A motion was made by Supervisor Houghtling, seconded by Councilmember Buckenroth and approved unanimously to approve the Highway 284 Agreement as amended.

Policy Review – Social Media Policy & Cell Phone:

Social Media Policy:

Supervisor Houghtling stated that they are going to table the Social Media Policy review. She stated that she loves the idea of an Instagram account and if the board wants to do that, they need to update the policy.

Cell Phone:

Supervisor Houghtling stated no changes.

A motion was made by Supervisor Houghtling, seconded by Councilmember Buckenroth and approved unanimously to mark the Cell Phone Policy as reviewed with no changes.

Supervisor Houghtling requested that Steve Powers, who does the Town Facebook page, start posting under his name and not the Town Clerk's on the Facebook posts.

Shatford Park Improvements Grant Application

Supervisor Houghtling stated the town did not get the Shatford Park Improvement Grant; it is a very competitive grant. There will be a follow-up meeting to go over the grant application and see where the town fell short.

Planning Board Consideration for 2024:

Supervisor Houghtling stated that most towns pay their Planning Board members, it is uncommon to not pay them. The board held a brief discussion and they all agreed to look

further into this and are interested in the Planning Board members receiving pay for their services to the town. Supervisor Houghtling is also going to look into training for the Planning Board.

2023 Contract – County MIS for IT Services:

Supervisor Houghtling stated that County MIS is a county department and anything county related will come first. Supervisor Houghtling and Sharon Powers will be looking at what kinds of things that County MIS does for the town to see if any of it can be done by Sharon.

A motion was made by Councilmember Buckenroth, seconded by Councilmember Trainor and approved unanimously to authorize the Supervisor to sign the contract for 2023 with County MIS.

Volunteer Request

Supervisor Houghtling stated that there is a wonderful community member that she has know for years and her husband recently passed away and her grandkids are at school and the community member is looking for things to do. Supervisor Houghtling stated that this person has helped her out a lot with things like the holiday gift drive and things where the individual doesn't need to be an official volunteer of the town.

The community member asked the Supervisor if she had any work and the Supervisor stated that she thought that would be wonderful for her office and possibly other offices.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to authorize Shari Collins to volunteer in the Town Hall Offices for any department that wishes to utilize her.

Cell Service:

Supervisor Houghtling stated that broadband is almost completed throughout the town. The money is earmarked for the town, it is there and it is going through the next process, USDA. Michael Tucker from the CEDC is helping the town with that process.

Supervisor Houghtling stated that she doesn't foresee much work for the broadband committee and the broadband chair passed away so she is thinking of maybe disbanding the broadband committee and creating a Cell Service Committee because there are so many issues with the quality of cell service throughout town.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously to disband the Broadband Committee and create a Cell Service Committee and go out for letters of interest due to the Town Clerk's office by February 10th, 2023 at 4:00pm.

Workplace Environment:

Councilmember Anthonisen stated that she is getting multiple communications from people in town and around, the town has so many committees and a lot of people working in town. She stated that she wanted to put it out there that everybody on a committee or working in town has to follow suit with the Code of Ethics from NYS. Councilmember Anthonisen stated that she went to the NYS Code of Ethics and looked it up and she ended up on a great site from the labor department on professionalism. Councilmember Anthonisen stated that she got really excited about what could be accomplished as a town and as a community and as a face and what the town is accomplishing if the town adopts this attitude of professionalism.

Councilmember Anthonisen stated that the things that are really key pointed in how we want a representative of our town is to take on responsibility for integrity, for accountability and for excellence and they will be meeting in executive committee on how they can start really emphasizing this as the face of the town. Councilmember Anthonisen stated that what she's getting is that there is gossip, disappointment, lack of accountability, uncertainty on who to communicate to and they don't trust that things will get done.

Councilmember Anthonisen stated that in looking at the flow chart of who is responsible for all of this, it came down to the Town Board. She stated that is why she is having this conversation because she wants to remind us all that whether you are on a committee or whether you are working in the town, we are the face of the town. To have that responsibility, integrity and accountability present at all times is a beautiful thing.

Supervisor Houghtling stated that they are going into executive session at the end and they are not taking any action afterwards.

Town Parking Policy:

Supervisor Houghtling stated that when she first became Town Supervisor, the Town Board did pass a smoking policy and they said there is no smoking within fifty feet of the building. She stated that is a dually authorized town policy adopted by motion, the Ethics code says that if any employee, elected or appointed violates a dually adopted policy via motion or resolution of the Town Board, they are in violation of the ethics code.

Supervisor Houghtling stated that she didn't do a parking policy via a Town Board resolution. Supervisor Houghtling stated that she is HR and Town Supervisor. Supervisor Houghtling stated that for the longest time when she worked here, the public couldn't park because at any time in the building there is eight or so people here and everyone would park in the parking spots here. She stated that she casually as HR and Town Supervisor told the employees not to park in front of the building, employee parking is over by the basketball court.

Supervisor Houghtling stated that there are employees that haven't come out and said that she isn't their boss but aren't complying, so she is hoping for a motion from the Town Board that makes this an official action of the town board to designate employee parking with certain exceptions to apply. Supervisor Houghtling is talking about Monday through Friday 9:00am to 5:00pm, if you are a town employee, elected or appointed and you are here in your official capacity to work for the town, you are to park over by the basketball court.

Councilmember Anthonisen stated that she thinks this goes to the work culture of being a positive face to the town and welcoming to give them the space to park.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously that town employees are to park in the parking spots over by the dumpster between the hours of 9:00am and 5:00pm, Monday through Friday when they are here in the town hall working for official town business, unless they need ADA compliance.

Supervisor Houghtling stated that both the parking policy and the smoking policy belong in the Personnel Policy, when the board gets to that policy to review, she will look to take the smoking and parking policies and put them both within the Personnel Policy.

Introductory LL #1 of 2023:

Supervisor Houghtling stated this came in today. Supervisor Houghtling stated that NYS amended their code, the Town now needs to amend our code to be in compliance with NYS code. The town attorney suggested that the board introduce the local law tonight. The town attorney gave it to Jeff Hattat, CEO to review.

A motion was made by Councilmember Trainor to recognize the introduction of Introductory Local Law No. 1 of 2023, to classify the enactment of Introductory Local Law No. 1 of 2023 as an Unlisted Action under the State Environmental Quality Review Act, to declare that the Town Board, as the only involved agency, shall be the lead agency under the State Environmental Quality Review Act, and to authorize the Supervisor to execute the Part 1 of the Full Environmental Assessment Form as prepared by the Attorney for the Town. The motion was seconded by Councilmember Anthonisen.

Roll Call Vote:

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

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to schedule a public hearing on Introductory Local Law No. 1 of

2023 to be held on February 14th, 2023, at 5:55p.m., at Town of New Lebanon Town Hall, 14755 NY Route 22, New Lebanon, New York.

ANNOUNCEMENTS:

JANUARY:

Thursday, January 19th, 2023 at 5:00pm- Annual Audit

FEBRUARY:

Tuesday, February 14th, 2023 at 5:55pm- Public Hearing – Intro. LL #1 of 2023

Tuesday, February 14th, 2023 at 6:00pm- 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. No one in person spoke and there were no emails for POF.

EXECUTIVE SESSION:

A motion was made by Supervisor Houghtling to enter into an executive session at 8:50pm to discuss the medical, financial, credit or employment history of a particular person/corporation, or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion, or suspension. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

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

Councilmember Trainor left the meeting at 9:30pm.

A motion was made by Supervisor Houghtling to exit Executive Session at 9:41pm. The motion was seconded by Councilmember Anthonisen.

Roll Call Vote:

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

ADJOURNMENT:

A motion was made by Supervisor Houghtling, to adjourn the meeting at 9:41pm. The motion was seconded by Councilmember Buckenroth.

Roll Call Vote:

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

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk