

**MINUTES OF THE REGULAR MONTHLY MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON APRIL 11, 2023**

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

Recording Secretary: Marsha "Marcie" Robertson, Town Clerk

Others Present: Sharon Powers, IT Website Support, BEDC & QOL Com.
Member
Steve Powers, CAC & ZRC Member & CSC Chair
Josh Young, Planning Board, QOL, & Shaker
Preservation Comm. Member, & BEDC Chair (arrived
6:32pm)
Peg Munves, CAC Co-Chair
Doug LaRocque, The Columbia Paper
Members of the Public

CALL TO ORDER:

The meeting was called to order at 6:04pm by Supervisor Houghtling. The meeting was held in person at the New Lebanon Town Hall, 14755 State Route 22 North, New Lebanon, NY 12125 with members of the public also being able to view the meeting at the following link: https://townhallstreams.com/towns/new_lebanon_ny.

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

MINUTES:

None

FINANCIAL:

Supervisor's Report:

The Supervisor's Report as of March 31, 2023 was available to the public via the Town Clerk's email and the Town website and the Town Board was emailed the Supervisor's Report by Supervisor Houghtling.

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

Roll Call Vote:

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. Supervisor Houghtling read the emails that she received into the record.

Supervisor Houghtling read the following email into record for POF:

Dear Friends,

Please request that our Highway Supervisor, Jeff Winestock, remove the guard rail on Main Street at the Bottom of Old Mountain Road that was thrown down into the stream by the Highway Crew. There is also one that was thrown down on Old Mountain Rd about 2000' on the West Side. Lebanon is not a dumping ground for the Highway Department's unwanted rubble.

Thanks,

J. Michael Deegan

16 Main Street

PS This was an item that our dear friend Doug Banker had asked for the last 6 years.

Supervisor Houghtling responded to the above POF.

TOWN BOARD MEMBER RESIGNATION:

Supervisor Houghtling stated that Councilmember Buckenroth has resigned from the Town Board.

Supervisor Houghtling stated that the Town Board has the discretion to appoint in the instance of a vacancy in the Town Board. Supervisor Houghtling suggested a past board member, Norman Rasmussen and the board agreed.

A motion was made by Supervisor Houghtling to appoint Norman Rasmussen to the vacancy of the Town Board term from right now through end of day, December 31st, 2023. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

Councilmember Rasmussen joined the board.

BUDGET AMENDMENT #3 OF 2023:

General Fund:

\$ 215.00	from A-1410.4 (Town Clerk – Cont. Exp.)
\$ 495.00	from A-1990.4 (Contingent)
\$ 5,827.00	from A-04900 (Federal Aid - ARPA)
\$ 5,827.00	to A-6410.4A (ARPA – BEDC)
\$ 495.00	to A-7510.4 (Historian – Cont. Exp.)
\$ 215.00	to A-1410.2 (Town Clerk – Equip.)

A motion was made by Supervisor Houghtling to approve the above noted budget amendment #2 of 2023 as typed. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

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

AMENDMENT TO GENERAL ABSTRACT #3:

Supervisor Houghtling stated that last month’s highway abstract 3 accidentally listed vouchers through #41 which is what the board approved, but it was through voucher #40, so we need to amend our motion from last meeting.

A motion was made by Supervisor Houghtling to amend Highway abstract #3 to go through voucher #40, instead of #41. The motion was amended by Councilmember Gordon.

Roll Call Vote:

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

Supervisor Houghtling stated that before paying the bills, there was a highway voucher #45 that was a double invoice for \$90.12, but it was two vouchers for \$45.06. They did have different invoice numbers but they are for the same date and part. Supervisor Houghtling had her bookkeeper call the vendor and it was a duplicate invoice. This brings the highway bill amount down to \$22,737.83.

AUDIT OF BILLS:

2023 Bills:

General Nos. 103 through 139, in the amount of \$156,088.36; and
Highway Nos. 41 through 56, in the amount of \$22,737.83; and
Escrow Nos. 6 through 7, in the amount of \$78.45;
As listed on Abstract No. 4 dated April 11, 2023.

Town Clerk Robertson stated that when she was doing the highway bills with Highway Superintendent Winestock, she specifically asked him about that bill and he told her it was for two parts.

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

Roll Call Vote:

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

COMMITTEE/LIAISON REPORTS:

Supervisor Houghtling asked the board if they had any questions on any of the submitted committee reports, they did not.

Supervisor Houghtling asked the committee chairs that are present, do any of the committee have any action that is needed by the Town Board?

Business & Economic Development (Councilmember Gordon):

Supervisor Houghtling reported that the BEDC is requesting that the deadline be extended for the letters of interest for childcare services. Supervisor Houghtling explained that they cannot just extend the deadline the board would have to go back out for letters of interest.

Discussion took place regarding an interested party not submitting a letter of interest and the reasons why they did not. Supervisor Houghtling stated that they should wait until the

potential interested party is ready to let the board know and they can go back out for letters of interest.

CAC & Environmental Management & Climate Smart Task Force

(Councilmember Gordon):

Steve Powers, CSC Chair reported the following:

The CSC is now taking on plastic recycling and they are looking for board approval to get a box located in the Town Hall to collect the plastic.

A motion was made by Supervisor Houghtling, seconded by Councilmember Anthonisen, and approved unanimously to authorize the Climate Smart Task Force to do the plastic recycling challenge.

The CSC is also taking on another project, continuing with composting, they have located an area behind the pavilion where residents can bring their compost to and the CSC would like to construct a three-chamber compost bin with a fence around it.

A motion was made by Supervisor Houghtling to authorize the Climate Smart Task Force to do a compost bin in Shatford Park and allocate up to \$1,000.00 for the project. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

OLD BUSINESS:

ZRC Updates – 1 Amendment Requested:

Supervisor Houghtling stated that the ZRC is still working with the attorney but they do have one minor edit from what was approved at the last meeting. Under site plan review, the change is, adding in reinstating any land use activity after a period of vacancy or non-operation of 365 days or longer. The board held discussion.

A motion was made by Supervisor Houghtling, seconded by Councilmember Rasmussen, and approved unanimously to approve the ZRC request changing it from twelve months to eighteen months.

Park Manager Appointment:

Supervisor Houghtling stated the board just had a great interview with Charley Sears.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon and approved unanimously to appoint Charley Sears as the Park Manager for the 2023 season effective immediately.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor and approved unanimously to adopt the Park Manager job description as proposed.

Skatepark Update:

Supervisor Houghtling stated that the concrete slab is done and it looks great. As approved at the last special meeting, Darcy Construction added in a road to get to the skatepark. Jesse Newton and his volunteer team will be moving the skatepark equipment over to the slab and making any necessary repairs in the next few weeks. Hopefully in the next four to six weeks there will be a working skatepark.

Petty Cash Policy:

Supervisor Houghtling stated there is a new Petty Cash Policy recommended by the State Comptroller's office.

TOWN OF NEW LEBANON

RESOLUTION #18, 2023

ADOPTION OF TOWN OF NEW LEBANON PETTY CASH POLICY

APRIL 11, 2023

At a regular meeting of the New Lebanon Town Board, held at the New Lebanon Town Hall, 14755 NYS Route 22, New Lebanon, New York, duly called and held on the 11th day of April, 2023, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Trainor

ADOPTION OF PETTY CASH POLICY

WHEREAS, the Town Board of the Town of New Lebanon deems it to be in the public interest to ensure that appropriate internal controls be implemented in connection with the establishment, use, and accountability of petty cash funds;

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of New Lebanon hereby approves and adopts the Town of New Lebanon Petty Cash Policy, a copy of which is annexed hereto; and

BE IT FURTHER RESOLVED, that the Town of New Lebanon Petty Cash Policy shall govern all employees and officials of the Town of New Lebanon.

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

Roll Call Vote:

Councilmember Norman Rasmussen	Aye
Councilmember Deborah Gordon	Aye
Supervisor Tistrya Houghtling	Aye
Councilmember John Trainor	Aye
Councilmember Marianna Anthonisen	Aye

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Supervisor of the Town of New Lebanon.

Dated: April 11, 2023

Marcie Robertson,

Town of New Lebanon

Highway Engine – Bids Received:

Supervisor Houghtling reported that no bids were received again. She stated that a concern has been brought to their attention. The mechanics have no idea when they will receive the engine or what the actual cost will be when the engine becomes available, therefore they are not bidding on the engine for the highway truck.

Town Clerk Robertson contacted AOT and was informed that the town cannot get out of bidding the engine job. The town can cast a wider net or consider including a clause in the bid notice that has a price escalator to address the gap between the bid date and the delivery date.

Town Clerk Robertson contacted Highway Superintendent Winestock and explained the options and he requested that the town go back out to bid and use the price escalator clause language.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon, and approved unanimously to go back out to bid for the truck engine with the Town Clerk preparing the bid notice in line with the suggestion from the Association of Towns regarding a price escalator language, with bids due on or before Friday, May 12th, 2023 at 4:00pm and asking the Town Clerk to advertise accordingly.

Assistant Director For Summer Youth Program – Letters of Interest Received:

Supervisor Houghtling stated that they have received two letters of interest. The appointment of the Assistant Director for the SYP is up to the Camp Director, who will hold interviews and report back to the Town Board with his recommendation.

Childcare Provider – Letters of Interest Received:

Supervisor Houghtling stated that no letters of interest were received. The BEDC will get back to the board when they are ready to go back out for letters of interest.

Solar Panels – Bids Received:

Steve Powers, CSC Chair reported that we received three bids and he reported the following to the board.

In evaluating them, the first qualifier is whether they are members of NYSEERDA's NY-Sun program. All three are members. All three have incorporated prevailing wage.

For New Lebanon to qualify for the \$70,000 grant, we had to submit a preliminary quote. I reached out to the closest qualified company which was Sundog in Chatham and submitted their quote to NYSEERDA for a 12kW (kilowatt) project that would cost \$70000. After NYSEERDA saw it, they said it was too expensive i.e., we were not getting enough kW's for the \$70000. When I sent out the RFP to vendors, I told Sundog what NYSEERDA said. They still submitted a 12kW bid in response to the RFP. I doubt that NYSEERDA would allow their quote if the Town Board accepted it.

After our RFP went out, NYSEERDA responded that New Lebanon was entitled to another incentive just for doing the project that they are paying for. (The incentive is \$.35/watt and will get deducted by the vendor that the Town Board chooses.) NYSEERDA said that bidders could add the incentive on top of the \$70,000 when quoting. High Peaks did that but Kasselmann did not. Kasselmann started with a baseline of \$68000 and then deducted the incentive despite my advice to add the incentive on the top. Since the process was confusing, and to allow Kasselmann the opportunity to be on the same playing field, I asked them to give an emailed commitment that they could provide a similar quote i.e., adding the NYSEERDA incentive on top of the \$70,000 grant to allow a comparable evaluation. I have yet to hear back.

So, what about the differences in the equipment? All are rated Tier 1 or the top of the line for panels and inverters. I suggest you look at the warranty differences though. One offers a 12-year warranty on the panels and the other a 25 yr. warranty on the panels in addition to a 5 yr. service contract without charge. The former company has not mentioned what, if anything, they charge for service after installation.

I also checked to see if there were any complaints with BBB about any of the companies and there were not any.

So, I will leave the final evaluation up to you all. Thanks, Steve

Hi- I received clarifications from both Kasselmann and High Peaks and include them on the updated attached spreadsheet. I believe this levels the playing field so you can see what each is offering at an equivalent level. The bottom line is High Peaks is offering more generated power (panels) than Kasselmann. The additional incentive from NYSEERDA will increase the number of panels that we can get. It looks like the court house can only handle 42 panels which means the additional 5-6 would have to go on the roof of the old building. Both companies have indicated that they can beef up the roof, if required, at additional cost which may mean using one less panel to compensate for the cost.

I shared the quotes with CDRPC and Jesse Newton (he does a lot of solar installations) for comment and both agreed that High Peaks is offering more output and does superior work. One difference is that High Peaks offers a 5-year warranty on parts and labor and Kasselmann 10 years. We had solar panels on our house in Long Beach for 10 years and nothing ever went wrong. We can discuss it later. Thanks, Steve

The board held brief discussion.

A motion was made by Supervisor Houghtling to accept the bid from High Peaks Solar and authorize the CSC to move forward with contracting with them for service. The motion was seconded by Councilmember Rasmussen.

Roll Call Vote:

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

Wastewater RFQ – Proposals Received:

Supervisor Houghtling stated that they received four proposals:

Laberge Group - \$37,000

Lamont Engineers - \$30,500

Barton & Loguidice - \$30,000

C.T. Male Associates - \$46,700

Supervisor Houghtling stated that the Wastewater sub-committee will meet with the four proposals and hold interviews and report back to the Town Board with a recommendation.

Josh Young, BEDC Chair stated that the committee would like some sort of guidance from the Town Board with questions and concerns to be considered for the interviews.

Councilmembers Gordon and Trainor will participate with the sub-committee.

Telecommunication Lawyer Update:

Councilmember Anthonisen reported that she spoke to two different lawyers and they are both interested in interviewing. The board held discussion about the different approaches of each attorney. One attorney works with the code that is already written for Telecommunications and the other attorney rewrites the whole code.

The board discussed possible dates to hold a Special Meeting for interviews with the attorneys.

Climate Smart Task Force – Letters of Interest Received:

Supervisor Houghtling stated they received a letter of interest from Julie Fraad and the CSC would like her appointed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously to appoint Julie Fraad to the Climate Smart Task Force.

Speed Limit Reduction Request:

Supervisor Houghtling stated that they requested a speed limit reduction on Main Street to 30MPH and NYS DOT approved the reduction. Because it is a town road, Highway Superintendent Winestock has been made aware of the speed limit change so that he can get speed limit signs posted.

Supervisor Houghtling stated that they also requested a speed limit reduction on Extension Road and NYS DOT reported that the road conditions do not support a lower maximum speed limit.

The Historic Railroad Depot Committee – Letters of Interest Received:

Supervisor Houghtling stated that they received a letter of interest to add Margaret Robertson and Kristin Robertson to the committee.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously to add Margaret Robertson and Kristin Robertson to the Historic Railroad Depot Committee.

Projector & Screen Issue:

Supervisor Houghtling stated that the projector is used a lot more now for meetings and it is a fire hazard in many places in the meeting room as it blocks emergency exits. There was a suggestion made that we buy a hanging screen that can roll up and be mounted on the wall and a projector mount so the projector can be mounted on the wall. This would eliminate all issues and the cost would be around \$650.

A motion was made by Supervisor Houghtling to spend up to \$700.00 on a new projector potentially and a mount and a screen to make it a mounted system. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

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

Adding Road Around Tennis Court Per Master Park Plan:

Supervisor Houghtling stated that when Darcy Construction was building the road for the skatepark, they quoted a cost to build a road around the tennis courts as identified in the master park plan and to close off the road coming in by the basketball courts. To build the new road around the tennis courts it would be \$8,450 and to take the topsoil from building the two new roads and put it on the road being closed as well as seeding, placing boulders at the basketball courts to close off the road, etc. would be \$4,000. They are not going to want to close off the old road until the splash pad is in as that is the way the big trucks will come in with concrete and materials. It would make a lot of sense to create the road around the tennis courts for now to allow people to get used to another route to the pavilion from the baseball fields and so when the other road gets closed when the splash pad goes in, people are already used to the route around the tennis courts. Supervisor Houghtling stated that she thinks they should consider having Darcy Construction do the road around the tennis courts now for the \$8,450 as an addendum to the skatepark slab and then add in the closing off the other road into the splash pad bid specs.

The board held discussion. Councilmember Gordon did not agree with the changing of the road in the park and presented her reasons and concerns to the other board members.

A motion was made by Supervisor Houghtling to authorize Darcy Construction to build a road around the tennis courts as defined in the Master Park Plan for a total \$8,450.00 as an addendum to the skatepark slab project. The motion was seconded by Councilmember Anthonisen.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Nay
Supervisor Houghtling -	Aye
Councilmember Trainor -	Aye
Councilmember Anthonisen-	Aye

NEW BUSINESS:

Policy Review – Hold On Review:

Supervisor Houghtling stated that the attorney is still working on the policies. On hold for this month.

Quality Of Life:

Supervisor Houghtling stated they have received a resignation from Councilmember Anthonisen.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously to accept the resignation from Marianna Anthonisen from the Quality of Life Committee.

Summer Youth Program:

Supervisor Houghtling stated that she has been working with DSS. She stated that last year they had families whose children go to Summer Camp who have a hard time paying the fees and they inquired about possible scholarship or funding assistance programs. Supervisor Houghtling found out from DSS that there are childcare subsidies available but the Town Summer Camp must be a certified childcare provider. She has been working with DSS for the town to qualify. She stated that there is really no difference because the Town is already qualified through DOH to run a summer camp. She stated that the only difference is that now the counselors will need to be fingerprinted at a cost of \$25.00 which the town can pay that fee. Supervisor Houghtling stated that it opens the possibility for lower income families to have their summer childcare subsidized by DSS. DSS is requiring the town to amend the Summer Youth Program Fees Resolution to include the following paragraph:

*****THE TOWN OF NEW LEBANON SUMMER YOUTH PROGRAM IS NOW PARTICIPATING WITH COLUMBIA COUNTY DEPARTMENT OF SOCIAL SERVICES CHILD CARE ASSISTANCE PROGRAM (CCAP) TO ASSIST ELIGIBLE FAMILIES TO COVER A PORTION OF CAMP ENROLLMENT COSTS. IF YOU ARE INTERESTED IN FINDING OUT MORE INFORMATION, PLEASE CONTACT TISTRYA AT SUPERVISOR@TOWNOFNEWLEBANON.COM. FAMILIES WHO ARE APPROVED TO RECEIVE CHILD CARE ASSISTANCE FROM THE NYS OFFICE OF CHILDREN & FAMILY SERVICES WILL NOT BE EXPECTED TO PAY IN FULL BEFORE THE START OF CAMP BUT INSTEAD WILL PAY THEIR "TO BE DETERMINED WEEKLY FAMILY SHARE FEE" AND THE REMAINDER WILL BE PAID ACCORDING TO THE CCAP PAYMENT STRUCTURE AND TIMELINE. FOR THE APPLICATION AND CCAP DETAILS CONTACT CCAP AT 518-822-0087 OR CCAPCC@FAMILYOFWOODSTOCKINC.ORG. ALL FAMILIES WHO ARE APPROVED BY CCAP DEPARTMENT WILL BE CHARGED THE EARLY REGISTRATION FEES.*****

TOWN OF NEW LEBANON

RESOLUTION 19, 2023

SUMMER YOUTH PROGRAM FEES - AMENDMENT

APRIL 11, 2023

At the Regular Monthly Meeting of the New Lebanon Town Board, held at the New Lebanon Town Hall, 14755 NYS Route 22, New Lebanon, New York, duly called and held on the 11th day of April 2023, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Trainor

SUMMER YOUTH PROGRAM FEES

BE IT RESOLVED THAT, the New Lebanon Town Board hereby establishes the following rates and fees for the eight-week Town of New Lebanon Summer Youth Program:

Early Registration Fees (*discounted 20% if final payment is received by June 5th*):

Resident (Town taxes paid to New Lebanon):

1 child	\$480/season
2 children	\$720/season
3 children	\$882/season
4+ children	\$1002/season

Local Non-resident (Town taxes not paid to New Lebanon, School taxes paid to NLCS D):

1 child	\$810/season
2 children	\$1,200/season
3 children	\$1,620/season
4+ children	\$1,920/season

Non-resident (Town taxes not paid to New Lebanon; School taxes not paid to NLCS D):

Per child	\$1,620/season
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Registration Fees:

Resident (Town taxes paid to New Lebanon):

1 child	\$600/season
2 children	\$900/season
3 children	\$1,102/season
4+ children	\$1,252/season

Local Non-resident (Town taxes not paid to New Lebanon, School taxes paid to NLCS D):

1 child	\$1,013/season
2 children	\$1,500/season
3 children	\$2,025/season
4+ children	\$2,400/season

Non-resident (Town taxes not paid to New Lebanon; School taxes not paid to NLCS D):

Per child	\$2,025; and
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****THE TOWN OF NEW LEBANON SUMMER YOUTH PROGRAM IS NOW PARTICIPATING WITH COLUMBIA COUNTY DEPARTMENT OF SOCIAL SERVICES CHILD CARE ASSISTANCE PROGRAM (CCAP) TO ASSIST ELIGIBLE FAMILIES TO COVER A PORTION OF CAMP ENROLLMENT COSTS. IF YOU ARE INTERESTED IN FINDING OUT MORE INFORMATION, PLEASE CONTACT TISTRYA AT SUPERVISOR@TOWNOFNEWLEBANON.COM. FAMILIES WHO ARE APPROVED TO RECEIVE CHILD CARE ASSISTANCE FROM THE NYS OFFICE OF CHILDREN & FAMILY SERVICES WILL NOT BE EXPECTED TO PAY IN FULL BEFORE THE START OF CAMP BUT INSTEAD WILL PAY THEIR "TO BE DETERMINED WEEKLY FAMILY SHARE FEE" AND THE REMAINDER WILL BE PAID ACCORDING TO THE CCAP PAYMENT STRUCTURE AND TIMELINE. FOR THE APPLICATION AND CCAP DETAILS CONTACT CCAP AT 518-822-0087 OR CCAPCC@FAMILYOFWOODSTOCKINC.ORG. ALL FAMILIES WHO ARE APPROVED BY CCAP DEPARTMENT WILL BE CHARGED THE EARLY REGISTRATION FEES.****

BE IT FURTHER RESOLVED THAT a weekly fee option is available that is the relevant season cost divided by 8 and multiplied by 2.

Discretion is given to the Summer Camp Director as to how many weekly enrollments are allowed with a first come, first serve basis. Applications must specify what week they are signing up for. It is the right of the Summer Camp Director to refuse any weekly enrollments based on overall enrollment and staffing levels; and

BE IT FURTHER RESOLVED THAT, these fees are due at the time of registration and they are non-refundable, unless the Town of New Lebanon cancels the Summer Youth Program prior to the program commencing for that season.

BE IT FURTHER RESOLVED THAT the fees for participation in other on-site and off-site programs and field trips will be determined by the Camp Director based on the cost of the program/field trip; and

BE IT FURTHER RESOLVED THAT the registration fee(s) will be waived for the children and/or grandchildren of Town of New Lebanon employees.

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

Roll Call Vote:

Councilmember Norman Rasmussen	Aye
Councilmember Deborah Gordon	Aye
Supervisor Tistrya Houghtling	Aye
Councilmember John Trainor	Aye
Councilmember Marianna Anthonisen	Aye

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Supervisor of the Town of New Lebanon.

Dated: April 11, 2023

Marcie Robertson
New Lebanon Town Clerk

ANNOUNCEMENTS:

MAY;

Monday, May 15th, 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.

Margaret Robertson: Margaret updated the Town Board with what the Historic Railroad Depot Committee has been doing.

Steve Powers: Steve reminded everyone about their Earth Day clean-up day.

ADJOURNMENT:

A motion was made by Supervisor Houghtling, to adjourn the meeting at 7:28pm. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk