

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

Present: Tistrya Houghtling, Supervisor
Norman Rasmussen, Councilmember
Deborah Gordon, Councilmember
John Trainor, Councilmember
Susan Tipograph, Councilmember (appointed & joined
at approx. 6:22pm)

Absent: Marsha (Marcie) Robertson, Town Clerk (left early)

Recording Secretary: Samantha Long, Planning Board Clerk

Others Present: Josh Young, Planning Board & QOL Member, Shaker
Preservation Com., & BEDC Chair
Sharon Powers, IT Website Support, BEDC & QOL Com.
Member
Mary Young, NL Rep to CC Office for the Aging & Traffic
Safety
Peg Munves, CAC Co-Chair
Becky Segal, BEDC Member
Margaret Robertson, Historic Railroad Comm. Member
Jim Carroll, Planning Board & ZRC Member
Ted Salem, ZBA Member & ZRC Chair
Samantha Long, Court Clerk & PZ Clerk
Melba Kurman, Shaker Preservation Comm. Member
Abbie Shoobs, Deputy Court Clerk & Recreation
Commission Chair
Steve Powers, CAC & ZRC Member & CSC Chair (Online)
Doug LaRocque, The Columbia Paper
Members of the Public

CALL TO ORDER:

Supervisor Houghtling explained that the Town Clerk has an important event with her daughter, and had everything set up with the Deputy Town Clerk to cover the meeting, as she should. Unfortunately, her Deputy is sick and cannot cover the meeting. Per the Association of Towns, the Town Board can appoint a temporary Deputy Town Clerk for the purpose of covering this meeting. The Town Clerk will still prepare the minutes based on the recording. The Planning Board Clerk, Samantha Long will be covering tonight's meeting.

The regular monthly meeting was called to order at 6:09pm 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, followed by the flag salute. The emergency exits were pointed out.

MINUTES:

The minutes of the **August 8, 2023 Regular Meeting, September 12, 2023 Special Meeting (Ethics Board Int.), and September 12, 2023 Public Hearing (Intro. LL#6 of 2023)**, of the Town Board were reviewed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously, to accept the minutes as typed.

FINANCIAL:

Supervisor's Report:

The Supervisor's Report as of September 30, 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 September as typed. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

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

Shawn Stevens: Shawn is from the Stockbridge Munsee Band of Mohican Tribe. He is attending the meeting with his sister and a few friends. Shawn is the Chairperson of their Language and Culture Committee and the Co-Chair of Historical Repatriation Committee. Shawn commented that they are attending because they are aware of the issues with The Springs. The town and the Springs have been a part of their history for thousands of years. Shawn wanted the board to know that their tribe, their people are following the developments. They are interested in working together to sustain that history. Shawn stated, their Tribal Council and Tribal President have expressed interest in the Springs and they want

to open the opportunity for dialogue between New Lebanon and the Stockbridge Munsee People.

Supervisor Houghtling read the following email into the record for POF.

To: Town Supervisor Tystrina Houghtaling and whom it may concern:

re: Privilege of Address at 10OCT23 Town Board meeting on my behalf

subj: lack of action to post 30 MPH signage on Main Street per NYDOT approval of resolution

As I understand it, my August 2022 request to lower Main Street speed limit to 30 MPH and posting of signage to that effect has been approved by NYDOT. I have heard that this approval was received at New Lebanon in like April 2023. To date, this signage has reportedly not been procured or posted. There was a speed detection device on Main Street in front of 24 Main Street, but after about a month it was removed.

I give Town Supervisor permission to exercise Privilege of Address at the upcoming 10OCT23 town board meeting. I want the Main Street 30 MPH signage procured and posted ASAP. I recommended six (6) signs - three on each of north and south sides of Main Street - near Rte 22, and midpoint to intersection of Main St. and Pool Hill Road and at intersection with Pool Hill Road. I am OK with whatever 'normal' signage number and distribution is for the Town in this type of case. I just want the signs up now. It has been 13 months since I addressed the town board on this matter - asking for their help - and they approved the resolution.

Thanks in advance for your help. I will attend the 10OCT23 town board meeting, if possible, to follow up.

regards / sincerely / Anthony V. ('Tony') Winig 3:47 PM EDST Monday 25SEP2023

Supervisor Houghtling responded, the Town Board does not have discretion over this, they have asked the Highway Superintendent to post signage. A privilege of the floor from Mr. Winig did come in several months ago, the board asked Councilmember Trainor as Highway liaison to follow-up with the Highway Superintendent.

Mary Young: Mary commented that the Highway Superintendent has until the middle of November, per state law, to post the signs. She stated, if they are not up by then, she will take it to the Traffic Safety Board, and they will follow-up with the Highway Superintendent. Supervisor Houghtling asked Councilmember Trainor to please follow up again.

TOWN BOARD RESIGNATION:

Supervisor Houghtling announced that Councilmember Marianna Anthonisen resigned from the Town Board due to personal reasons which she wishes not to discuss.

Supervisor Houghtling reported, she reached out to Association of Towns, it was too late to get the opening on the ballot for the upcoming election. This Town Board appoints the vacancy for the rest of this year and all of 2024. The vacancy will be on the ballot for a one-year term in November of 2024 for the people to elect for that term to start January of 2025, for the remainder of the term which will be one year. Supervisor Houghtling stated, they had two potential candidates, one who was interviewed and one who did not make the interview.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously, to appoint Susan Tipograph to the vacancy of the Town Board, to join now, and be appointed through December 31st, Of 2024.

Councilmember Tipograph joined the Town Board at approximately 6:22pm.

AMENDMENT TO ABSTRACT #8 OF 2023:

Supervisor Houghtling stated there is an amendment to abstract #8 because one of the musicians did not coming and perform. There is a voided check for Voucher #308, which changes the overall amount of the abstract.

A motion was made by Supervisor Houghtling to amend General Abstract #8 of 2023, and change the total amount to \$121,278.09, voiding the payment for Voucher #308. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

- Councilmember Rasmussen - Aye
- Councilmember Gordon - Aye
- Supervisor Houghtling - Aye
- Councilmember Trainor - Aye
- Councilmember Tipograph- Abstain

BUDGET AMENDMENT #9 OF 2023:

Supervisor Houghtling stated, the CAC did more water testing, out of the ARPA budget. The Recreation Committee has requested that the board will look at later in the agenda for a new ice-skating rink. It has not been approved or purchase yet, but the budget amendment needs to be done before the purchase. Town Clean-Up Day was \$16.00 over. Money was budgeted for a new traffic control sign this year, the board has decided as of now, not to move forward on the new sign. The board forgot to budget for the \$500 fee for the data and software for the speed sign.

General Fund:

- \$ 3,115.00 from A-04900 (Federal Aid – ARPA)
- \$ 516.00 from A-1990.4 (Contingent)

\$ 500.00 from A-3310.2 (Traffic Control – Equip.)
\$ 3,115.00 to A-8710.4A (ARPA – CAC)
\$ 16.00 to A-8160.41 (Town Clean Up Day)
\$ 500.00 to A-7020.4 (Rec. Admin. – Cont. Exp.)
\$ 500.00 to A-3310.4 (Traffic Control – Cont. Exp.)

A motion was made by Supervisor Houghtling to approve the above noted budget amendment #9 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 Tipograph -	Aye

AUDIT OF BILLS:

2023 Bills:

General Nos. 377 through 426, in the amount of \$39,940.78 and Highway Nos. 132 through 143, in the amount of \$13,969.23; and Escrow Nos. 13 through 14, in the amount of \$200.00; As listed on Abstract No. 10 dated October 10, 2023.

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

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Trainor -	Aye
Councilmember Tipograph -	Abstain

COMMITTEE/LIAISON REPORTS:

Supervisor Houghtling stated, committee reports as received to her office by Friday afternoon were sent out to the public and the Town Board. She asked if any board members had any questions or need for clarification on any of the committee reports?

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

The Town of New Lebanon was listed in the Capital Region Leader Board for NYSEERDA Clean Energy Communities Program. New Lebanon is the only one in the 5,000-point tier, we are above Albany County. This tier means that the town has received \$120,000 in NYSEERDA match free funding. Supervisor Houghtling acknowledged Steve Powers and the whole CSC committee.

Mary Young – Office of the Aging: Mary mentioned there is an article in The Columbia paper about the Transportation Plan that they have been discussing and working with. It is now in the draft form up for public debate and input. Mary reported, she looked at it and none of the requests that they made were entered into the plan. The data that was used was from 2020. It puts us at less than 1% of our population not having at least one vehicle. That puts us out of needing any type of public transportation in our town. The draft will continue increased services for Hudson, Greenport, Claverack, and into Kinderhook.

Mary stated, Office of the Aging provides medical transport, Health Consortium provides transportation for shopping. They will continue working with those groups to provide those services. They will develop a volunteer group to help with transporting residents to doctors' appointments and shopping as a way of providing transportation for our town.

Supervisor Houghtling reported that she and a few other Supervisors went to one of the input sessions for the Transportation Plan to advocate for a route to be added for New Lebanon and immediate surrounding towns. They are still working with Bob Gibson on potential funding that he has for a once-a-week shuttle.

Abbie Shoobs – Recreation Commission: Abbie reported the estimate for the life of the new ice-skating rink liner that will be built by a resident in town is estimated to last 10-15 years.

Steve Powers (Online) – CSC: Steve reported that the Partners for Climate Action for Hudson Valley has a grant opportunity, if selected, will allow for funding for the remaining heat pumps for Town Hall. In the past the Town Board has approved him to apply for grants directly without approval. The Climate Action is requesting approval from the board in the form of a letter of support.

A motion was made by Councilmember Rasmussen to authorize Steve Powers to apply for a grant on behalf of the town, and to authorize the Supervisor to provide supporting documents that are needed for the grant application. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

Councilmember Tipograph -

Aye

Steve stated, he received a request from a Cornell graduate student who has offered to volunteer to work for the CSC for three months, twenty hours a week between October 15th, 2023 and January 15th, 2024. She would potentially be working on a climate action plan as well as working on other actions that have been problematic for our volunteers. This will require a written letter of support because she is Mexican and, in the Country, Steve is asking the board to approve this relationship working with her over the next three months.

Supervisor Houghtling asked, for clarification if this is different from the student they just hired as a contracted student? Steve replied, yes, this in addition to that.

Steve stated, the volunteer is no charge, she is in between jobs until January. She has previously worked with the town in getting bronze status.

A motion was made by Councilmember Rasmussen to authorize this graduate student to work as a volunteer for the town and to authorize the Supervisor to write a letter that she is volunteering in an official capacity for the town for her immigration reasons. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

MOTION TO APPOINT SAMANTHA LONG – TEMPORARY SECOND DEPUTY FOR THIS MEETING:

Supervisor Houghtling stated, she just realized that she explained Samantha joining the meeting and called the meeting to order, but did not motion for her to be

A retroactive motion to the beginning of the meeting was made by Supervisor Houghtling, seconded by Councilmember Gordon, and approved unanimously appointing Samantha Long as a temporary Second Deputy Town Clerk solely for the purposes of doing the minutes for this meeting.

OLD BUSINESS:

Community Center Update:

Supervisor Houghtling stated, the LVPA just moved their trucks over to the new building and is working on clearing out the ambulance bay for the free store. It should not be long before we are ready to start setting up the space and hopefully can open the community center for business within a month or two. They are

waiting to appoint the community center coordinator until they have an opening date set. The board has already approved the Supervisor signing the contract that has been approved by the LVPA.

Self-Storage – ZRC Recommendation:

Supervisor Houghtling stated, the Town Board received recommendation from the Zoning Re-Write Committee.

The Town Board held discussion and asked questions that Ted Salem addressed and answered for them. Jim Carroll also explained and answered questions that Town Board members had.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously with the exception of Councilmember Gordon who voted no and Councilmember Tipograph who abstained to accept the ZRC recommendation and authorize Ted and the ZRC to work with the attorney to draft a local law to be introduced at our November meeting.

The motion passed with three yes votes to one no vote and one abstain vote.

Splash Pad – Re-Bid:

Supervisor Houghtling stated, the original splash pad bid that came in a while ago was missing a bid bond, that was required in the bid. The original bid was for the splash pad and skatepark slab. When the board was ready for the skatepark, it went back out to bid on the skatepark slab. Now, the board needs to go back out to bid on the splash pad.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon, and approved unanimously to go back out to bid on the splash pad with bids due by 4:00pm on Friday, November 10th, 2023.

Bulletproof Office Doors with Access Window:

Supervisor Houghtling stated, there was a security issue at the Town Hall. The front door has been locked for about a month and that is not sustainable. There are many employees feeling unsafe. This has to do with two incidents with one individual.

When this happened with the court, the town installed a bulletproof door and window for the court.

Supervisor Houghtling stated, basically it is the town’s job as the employer to ensure employees feel safe, and they do not. Supervisor Houghtling was only able to get one written quote, so the best solution is to go out to bid.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon, and approved unanimously to go out to bid on four bullet proof office doors with access windows, the Supervisor will work out the specs, and bids will be due on or before 4:00pm on Friday, November 10th, 2023.

NEW BUSINESS:

Policy Review – Code of Ethics, Fee Schedule, Historic Items Policy, and CDL & Drug and Alcohol Testing Plan & Policy:

Supervisor Houghtling stated, the personnel policy will be ready to review and adopt at the November meeting. For review at this meeting are the Code of Ethics, Fee Schedule, Historic Items Policy, and the CDL & Drug and Alcohol Testing Plan Policy. There were no questions or amendments from the Town Board members.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously to review all four policies and mark them as no changes.

Introductory LL#7 of 2023 – Chapter 185 Exemptions:

Supervisor Houghtling stated, there is new state legislation allowing counties, towns, and school districts to adopt for a new volunteer firefighter and ambulance worker tax exemption. It also changed the levels allowed for low income and disabled tax exemptions. All of these are already in our code, but this local law would change them to be in line with the changes that NYS allows and keep us in line with the County. This needs to be adopted by December 1st to have it go into effect with the counties. The attorney prepared a local law to be introduced.

A motion was made by Supervisor Houghtling to introduce Local Law #7 of 2023 and schedule a public hearing for Tuesday, November 14th, 2023 at 5:55pm, and ask the Town Clerk to advertise the public hearing. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:	
Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Trainor -	Aye
Councilmember Tipograph -	Aye

FOIL Appeal Officer:

Supervisor Houghtling stated, when they received the FOIL appeal from Mr. Muadin, the town attorney was surprised that the Town Board was the FOIL appeal officer as he typically sees the Town Supervisor in this role. The attorney recommended we change chapter 45 of our code to make the Town Supervisor the FOIL appeal officer due to the time restraints on responding to appeals. The board agreed to change the FOIL appeals officer change to the Town Supervisor.

Pro-Housing Communities Resolution:

Supervisor Houghtling stated, NYS has come up with a new pro-housing communities' designation. When a community becomes a pro-housing community, they get extra points towards any funding through programs like NY Forward, DRI, some of the things that we have applied for in the past. You can show that you are building housing or you can show that you are committed to trying to create housing. We do not have the data to show that we have expanded housing stock, so our step would be to adopt the resolution. Ted Salem has offered to help prepare some of the documents that need to be submitted with it. This will require a letter of intent as well.

A motion was made by Councilmember Rasmussen, seconded by Councilmember Trainor, and approved unanimously to authorize the Supervisor to submit a letter of intent.

**TOWN OF NEW LEBANON
RESOLUTION # 25, 2023
PRO-HOUSING COMMUNITIES
October 10, 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 10th day of October 2023, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling
Seconded by Councilmember Trainor

ADOPTION OF THE PRO-HOUSING COMMUNITIES PLEDGE FOR THE TOWN OF NEW LEBANON

WHEREAS, the Town of New Lebanon (hereinafter "Town") believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State's economic growth and community well-being;

WHEREAS, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the

positive impacts a healthy housing market brings to communities;

WHEREAS, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities;

WHEREAS, we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

WHEREAS, we believe that affirmatively furthering fair housing and reducing segregation is not only required by law, but is essential for keeping our community strong and vibrant;

BE IT IS RESOLVED that the Town Board of the Town of New Lebanon to take positive steps to alleviate the housing crisis, adopts the Pro- Housing Communities pledge, which will have us endeavor to take the following important steps:

1. Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions. Increasing development capacity for residential uses.
4. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

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 Susan Tipograph	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: October 10, 2023

Marcie Robertson

New Lebanon Town Clerk

Door Repair Quote for Pavilion:

Supervisor Houghtling stated, there was vandalism at the pavilion to one of the new doors that was brand new with the kitchen renovation. The town has received full restitution for these damages and an estimate from Galusha, who installed the door, in the amount of \$1,695.33. This can be done as an addendum to the pavilion kitchen contract because the project has not been closed yet.

A motion was made by Supervisor Houghtling to accept estimate #81336 in a total of \$1,695.33 for damage at the pavilion and to add as an addendum to the pavilion kitchen contract. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

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

Ice Skating Rink – Recreation Commission Request:

Supervisor Houghtling stated, they have been having to replace the liner every year as it was floating up and getting punctured then leaking water everywhere. They have quotes for a material to create a new ice-skating rink liner that should last 10-15 years. This liner will not puncture as it is heavier and will stay down when we fill the rink with water. A volunteer community member has offered to build the liner with these rolls. They moved \$500 more into the Recreation Commission's budget tonight, as they did not budget for this, but they do have \$2,250 left over for things they budgeted for but did not use, so they just need the other \$500.

Abbie Shoobs provided three price quotes to the Town Board.

A motion was made by Supervisor Houghtling to accept the quote from Beacon in the amount of \$2,745.00. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

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

Quality of Life Committee Resignation:

Supervisor Houghtling stated, Bob Gilson has resigned from the Quality-of-Life Committee.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously to accept Bob Gilson's resignation from the Quality-of-Life Committee.

Quality of Life Committee Letter of Interest:

Supervisor Houghtling stated, they received a letter of interest from Melba Kurman to join the QOL Committee.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously to appoint Melba Kurman to the Quality-of-Life Committee.

Contract for Services with CRS for 2024 – Set Public Hearing:

Supervisor Houghtling stated, the town contracts for ambulance services with Chatham Rescue. It is paid through our county taxes through a chargeback agreement. We have a proposed contract for services for 2024 with Chatham Rescue Squad with no changes from the 2023 contract. We need to hold a public hearing and then the Town Board can authorize the supervisor to sign the 2024 contract and chargeback agreement with the County.

A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously to schedule a Public Hearing for Chatham Rescue Squad on November 9th, 2023 at 7:15pm, and a motion to schedule the LVPA Contract Public Hearing for 7:30pm.

Contract for Services with LVPA for 2024 – Set Public Hearing:

Supervisor Houghtling stated, they need to hold a public hearing, this was discussed in the prior agenda item. One motion was made for both Public Hearings.

Job Description Amendment Request – Assessor Clerk:

Supervisor Houghtling stated, they had a request from the Assessor to amend the job description for the Assessor Clerk. The following are the job duties to be added to the job description; process exemptions and help taxpayers with real property tax forms, prepare and conduct field visits for data verification and building permits, and conduct reassessment informal assessment review of pre-grievance meetings with taxpayers. The Assessor thinks that these additions will bring the position from the current level 5 to at least a level 4.

Supervisor Houghtling stated, she wanted to present this to the board tonight but she thinks it makes sense to have this conversation along with the Compensation Plan in November after the adoption.

The board held discussion, and agreed that these additions warranted changing the job to a level 4.

Trunk or Treat – WBH PTA to Host in Shatford Park:

Supervisor Houghtling stated, the PTA has hosted their Trunk of Treat event in the town park for the past couple of years. The town typically sponsors the event.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously to sponsor the Trunk of Treat on October 28th, 2023 from 1:00pm to 2:45pm.

Liquor License Application – The Ruins at Sassafras Farm Inc.:

Supervisor Houghtling stated, they originally received a request for a waiver of the thirty-day period for a liquor license from The Ruins at Sassafras Farm. We received an email today from the attorney asking why they are on the agenda. We responded, because they requested the waiver. The attorney replied, that it was an error on their part.

Cypress Hill – Printing & Funding Need:

Supervisor Houghtling stated, there is a collaboration happening from the Cemetery of the Evergreens, the American Legion, the Town Historian, the Historical Society, and the daughters of the American Revolution (DAR). There is a section in the cemetery, Cypress Hill that has a lot of Veterans and it needs TLC.

There is a grant that the DAR have helped the town apply for, it is a matching grant for \$10,000 in funding, but the organizations involved need to raise \$10,000 to match it by December to get the funding. The American Legion is requesting the town to print 1,250 flyers so they can mail them out as well as pass them out to help raise the money. It will also be included in the town newsletter. The cemetery is going to pay for the mailer, but they want to use the town's bulk mailing permit to do so. I would also like us to consider (not to vote at this meeting but just to plant the seed) funding through ARPA or town budget funds the amount they fall short of the \$10,000 fundraising goal to ensure they get the grant.

A motion was made by Supervisor Houghtling, seconded by Councilmember Trainor, and approved unanimously to print up to 1,250 double sided, color prints and to allow the Cemetery of the Evergreens to use the Town's bulk mailing permit.

Resignation from the Diversity & Inclusion Committee:

Supervisor Houghtling stated, Marianna Anthonisen and Joel Priest have resigned from the Diversity & Inclusion Committee. These resignations leave the committee with only two other members. Supervisor Houghtling stated, she would like to reach out to the remaining members to see if anyone wants to take over being the chair of the committee.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon, and approved unanimously to accept the resignation from Marianna Anthonisen and Joel Priest from the Diversity & Inclusion Committee.

Supervisor Houghtling stated, she is going to wait on going out for letters of interest until she talks with the remaining members.

Speed Limit Reduction/Safety Study Request – Route 20 by Speedway:

Supervisor Houghtling stated, last month there was a horrible accident in front of the Speedway on September 9th that resulted in two fatalities. These two people were in the crosswalk. Supervisor Houghtling stated the town is allowed to request a safety study and a speed limit reduction.

A motion was made by Supervisor Houghtling, seconded by Councilmember Gordon, and approved unanimously to request NYS DOT to do a safety study to look at things such as speed, lighting, signage, and take any steps possible to make it safer for pedestrians to cross on Route 20 by the Lebanon Valley Speedway.

ANNOUNCEMENTS:

OCTOBER:

Tuesday, October 24th, 2023 at 5:00pm- Special Meeting /Budget Workshop
Monday, October 30th, 2023 at 5:00pm- Special Meeting /Budget Workshop

NOVEMBER:

Thursday, November 9th, 2023 at 7:00pm- Public Hearing (2024 Budget)
Thursday, November 9th, 2023 at 7:15pm- Public Hearing (CRS 2024 Contract)
Thursday, November 9th, 2023 at 7:30pm- Public Hearing (LVPA 2024 Contract)
Tuesday, November 14th, 2023 at 5:55pm- Public Hearing (Intro LL#7)
Tuesday, November 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.

Margaret Robertson: Meg commented on the issue of security at the Town Hall. Years ago, she had installed a motion detector beeper and she was wondering if the board had thought about installing something like a ring doorbell?

Supervisor Houghtling responded, there are cameras in the Town Hall, the entrance door is locked. Employees are not allowed to work by themselves.

Supervisor Houghtling commented on the suggestion of the ring doorbell. She stated, in talking to the employees, mentioned was a concern that anyone looking to cause harm could be hiding and gain access to the building when the door is opened for someone else who rang the bell. Supervisor Houghtling stated, from an employee perspective they like the bullet proof doors option more. This option would make it

so the public cannot come in and sit at someone's desk to do business, it would all be done behind bullet proof doors and windows.

Discussion took place on this topic and some of the pros and cons that may exist once it is put into place. The board agreed to go out to bid on a door entry system.

A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously to go out to bid on a buzz entry system, a ring door bell with bids due on or before November 10th, 2023 at 4:00pm.

DEPOT RAILROAD:

Supervisor Houghtling stated she forgot an agenda item. The Depot Restoration Committee made a recommendation to the board. They have been in contact with the Corkscrew Rail Trail, Supervisor Houghtling is meeting with Joe Ogilvie and Fiona Lally this week. They would like to have an agreement in place by next month. The Rail Trail would now like to retain ownership of the building, but not the maintenance and upkeep of it. The Historical Society does not want to own the building, but they would be happy to help with the management and oversight of the building. The town could be involved with assistance in getting grant funding, and maybe budgeting for smaller maintenance of the building. No decision was made at this meeting.

PRIVILEGE OF THE FLOOR - Continued:

Josh Young: Josh on behalf of the BEDC, the members of the committee want the board to be aware of their agenda item to possibly remove non-active BEDC members.

Josh Young: Josh stated, he could not find the ZRC proposal in the supporting documents for tonight's agenda.

Supervisor Houghtling: The Supervisor responded, tonight was just a conversation between the ZRC and the Town Board. Once it is crafted into a Local Law, it will be introduced. She stated, she does not usually share agenda supporting documentation for things that are committee to board for discussion, until it goes into local law form. That is when the information goes out to the public and the board looks for the public's feedback.

Mark Baumli: Mark commented on the self-storage proposal, is there anything in the code that states several units allowed per parcel of land?

Supervisor Houghtling: The Supervisor responded, there is a maximum size of the footprint, but not the number of units. Supervisor Houghtling read the following from the proposal: "a maximum building coverage, all structures on the property, 50% of the zoned area except in CI, where it will remain 25% of the lot."

Mark Baumli: Mark commented, the parcel that Coon's is on now, is a very large

parcel, it goes all the way back to Lovers Lane. The proposal would say, most of that parcel could be filled with storage units.

Ted Salem: Ted responded, no only the part of the parcel that is zoned commercial, and then 50% of that.

Mark Baumli: Mark discussed the speedway and the crossing signs on Route 20. He stated, in Nassau where the walking trail is, there is a button for crossing and it is like a strobe light, they are hard to miss seeing them. Mark questioned, is this something that could be requested of the NYS DOT?

There was discussion held and the options will be discussed with NYS DOT. The town will do anything that it can to help make this a safe place for pedestrian crossing.

Mark Baumli: Mark commented on prior meeting discussion with the county possibly providing more ambulance service as opposed to Chatham Rescue. He stated, if they do this, we need to make sure that we do not end up with an ambulance service any further away than it currently is in Canaan.

Supervisor Houghtling: The Supervisor responded with what they are looking into at the County.

Abbie Shoobs: Abbie commented, the few times they have needed ambulance service their response time was pretty good. She commented that even after insurance paid, it was still a lot of money owed.

Susan Tipograph: Susan stated, she wanted to thank the board for appointing her and she hopes to serve New Lebanon well.

Adrian Shoobs: Adrian asked if Chatham Rescue were to expand to New Lebanon, would their equipment be based in New Lebanon? Could they share space in the new firehouse?

Supervisor Houghtling: The Supervisor responded; they would be looking for their own space.

Mr. Muadin: Mr. Muadin stated he was happy seeing an Ambassador from the Stockbridge Munsee Nation come and speak about the healing springs, which has sat idle for too long. It is an issue that has not been touched, he hopes that an effort will be made to work with the Stockbridge Munsee Nation and all interested parties to bring the healing springs back to life.

Mr. Muadin thanked former Councilmember Anthonisen for her service to the people of New Lebanon. She is a person of integrity in a force for good. Her work to embrace diversity and inclusion invigorated participation in local government. She has been instrumental in building the new, New Lebanon. Her bright presence has

often been the conscious of the Town Board and she will be missed.

Mr. Muadin commented on the intent to make the Supervisor the sole officer for FOIL appeals. He feels the system that is in place now, the Town Board as the official FOIL appeal body, is a better way to promote openness and transparency in government.

Supervisor Houghtling read the following email into the record for POF:

I do not see any "Meet the Candidates" gatherings scheduled for Town Board candidates this year.

In a democracy, it's necessary for us citizens to educate ourselves about the issues and the candidates.

This year, with 3 vacancies, a majority of seats making decisions for New Lebanon's future, it seems even more important for us to have the opportunity.

Is there anything in the works? If not, is there enough interest to make it happen?

*Respectfully,
Christine Dreyfus*

Supervisor Houghtling responded; this is not something that the Town Board would be appropriate to be involved in. The Supervisor recommended that she reach out to the chairs of the parties or the candidates.

ADJOURNMENT:

A motion was made by Supervisor Houghtling, to adjourn the meeting at 8:15pm. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

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

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk