

Adopted by TB 6/11/19

REVIEWED & EDITED BY TOWN BOARD: 5/10/2022 & 2/11/2025; TB reviewed /no changes 9/12/2023 & 7/9/2024

## **Town of New Lebanon Pavilion & Community Center Rental Fee Waiver Policy**

### **General Policy**

The Town of New Lebanon rents their pavilion at Shatford Park **and their community center at 523 US Route 20**, charging a rental fee to people and organizations who rent the pavilion. The Town of New Lebanon waives the rental fee for the following organizations:

- New Lebanon Central School District
- Lebanon Valley Protective Association
- New Lebanon Library
- The Cemetery of the Evergreens
- Lebanon Valley Senior Citizens, Inc.
- Shatford Youth Association (Baseball)
- Lebanon Valley Historical Society
- Local Churches and/or Religious Organizations (located in New Lebanon)
- Local Schools (located in New Lebanon)
- American Legion

Any organization not listed above will pay the current rental fee for their rental unless they go in front of the Town Board to request the fee be waived. The Town Board has the right to grant or deny any requests for the fee to be waived of any group or organization not listed above. The organizations listed above do not need to appear in front of the Town Board as the Town Board grants the Town Clerk's office to waive the fee for the pavilion **and/or community center** rental for these organizations.

TOWN OF NEW LEBANON  
**RESOLUTION#XX, 2025**  
**AMENDMENT OF TOWN OF NEW LEBANON PAVILION FEE WAIVER POLICY**  
**February 11, 2025**

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 11<sup>th</sup> day of February 2025, the following Resolution was proposed and seconded:

Resolution by \_\_\_\_\_  
Seconded by \_\_\_\_\_

***AMENDMENT OF PAVILION FEE WAIVER POLICY***

**WHEREAS**, the Town Board of the Town of New Lebanon adopted a Pavilion Fee Waiver Policy in 2019; and

**WHEREAS**, the Town Board of the Town of New Lebanon purchased a community center in 2024 and started renting the community center for a fee in 2025; and

**WHEREAS**, the Town Board of the Town of New Lebanon **now** charges a fee to rent the Shatford Park Pavilion and the Community Center to individuals and organizations; and

**WHEREAS**, the Town of New Lebanon wishes **to also waive the rental fee for the community center** for local organizations who are funded by tax payer dollars as well as other specific organizations including local churches and schools;

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of New Lebanon hereby amends the Pavilion Fee Waiver Policy **as the Pavilion & Community Center Rental Fee Waiver Policy**, as attached;

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

Roll Call Vote:

Councilmember <b>Steve Powers</b>	_____
Councilmember <b>Elizabeth Kroboth</b>	_____
Supervisor <b>Tistrya Houghtling</b>	_____
Councilmember <b>Joanne Amlaw</b>	_____
Councilmember <b>Craig Skerkis</b>	_____

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.

**Marsha Robertson**  
Town Clerk  
Town of New Lebanon