

**MINUTES OF THE SPECIAL MEETING / PUBLIC INFORMATION SESSION –  
TELECOMMUNICATIONS CODE  
THE TOWN BOARD OF THE TOWN OF NEW LEBANON  
HELD ON MARCH 5, 2025**

**Present:** Tistrya Houghtling, Supervisor (Online)  
Norman Rasmussen, Deputy Supervisor  
Joanne Amlaw, Councilmember  
Steve Powers, Councilmember  
Craig Skerkis, Councilmember

**Absent:** Elizabeth Kroboth, Councilmember

**Recording Secretary:** Marsha “Marcie” Robertson, Town Clerk

**Others Present:** Tony Murad, ZBA Chair & ZRC Member  
Ted Salem, ZBA Member & ZRC Chair  
Elizabeth Brutsch, Planning Board Chair  
Bill O’Neill, CAC Co-Chair & ZRC Member  
Attorney Campanelli (Online)  
Members of the Public

**CALL TO ORDER:**

The meeting was called to order at 6:04pm by Norman Rasmussen. 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](https://townhallstreams.com/towns/new_lebanon_ny)

**PUBLIC NOTICE:**

**PUBLIC NOTICE  
PROPOSED NEW TELECOMMUNICATIONS CODE  
PUBLIC INPUT SESSION  
TOWN OF NEW LEBANON  
COUNTY OF COLUMBIA**

NOTICE IS HEREBY GIVEN that the TOWN OF NEW LEBANON will be having a public input session on the Proposed New Telecommunications Code. The meeting will be held on **Wednesday, March 5<sup>th</sup>, 2025 at 6:00pm**. The meeting will be held at the Town Hall, 14755 State Route 22, New Lebanon, NY 12125 and live streamed on Town Hall Streams.

If you cannot make the meeting in person, it can be viewed live at [www.townhallstreams.com/towns/new\\_lebanon\\_ny](http://www.townhallstreams.com/towns/new_lebanon_ny) and the recording will be available to view after the meeting as well.

Marcie Robertson  
New Lebanon Town Clerk  
2/12/2025

### **TELECOMMUNICATIONS CODE PRESENTATION:**

Norman Rasmussen, Deputy Supervisor turned the meeting over to Attorney Campanelli. Attorney Campanelli went over the proposed Telecommunications Code update as presented to the Town Board and the public.

### **SYNOPSIS OF UPDATED TELECOMMUNICATIONS CODE**

The proposed legislation updates the existing Chapter 179 - Telecommunications Facilities (adopted in 2005, amended in 2007). There are several technical issues with the current code and the code makes no provision for modern technology, notably small wireless facilities. The proposed updated code achieves the following:

- Transfers responsibility for administering the code from the Town Board to the Planning Board, which has more experience with land use laws and procedures.
- Establishes more rigorous application requirements (justification, information) and application review procedures that conform with federal timeline requirements.
- Defines a small wireless facility as a facility that:
  - does not extend the height of an existing structure to a total height of 50 feet;
  - limits antenna size to no more than 3 cubic feet in volume;
  - limits all wireless equipment to a cumulative total of 28 cubic feet in volume.
- Creates four (4) types of applications, distinguishing between large- vs. small-scale facilities as well as modifications to existing facilities vs. new development.
- Requires notice to abutters and general notice for certain applications to modify an existing facility where only a building permit is required.
- Strengthens design standards for the facilities themselves, accessory buildings and the surrounding property.
- New small- and large-scale facilities will be allowed in Town as follows:
  - New small wireless facility - in all zoning districts subject to a special permit and site plan review
  - New large wireless facility - in all zoning districts except the new Central Commercial District) subject to a special permit and site plan review
- Establishes distance requirements and setbacks as follows:
  - Small wireless facility - 300 feet from an occupied structure unless the facility is placed on an existing utility pole, in which event, 50 feet from an occupied structure;

- Large wireless facility - 125% of the tower height in all directions to the property line.
- Height requirements:
  - Small wireless facility - 45 feet from ground elevation
  - Large wireless facility - 100 feet in General Commercial, Commercial Recreational, Commercial Industrial, and Commercial Residential districts. 150 feet above ground level in all other zoning districts where such facilities are permitted.

The presentation from Attorney Campanelli was followed by Q&A, and discussion with a few members of the public, and both committee and board members.

**ADJOURNMENT:**

A motion was made by Councilmember Skerkis, to adjourn the meeting at 7:24pm. The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Kroboth -	Absent
Supervisor Houghtling -	Online
Deputy Supervisor Rasmussen -	No vote
Councilmember Amlaw -	Aye
Councilmember Skerkis -	Aye

***Respectfully submitted,***

Marcie Robertson  
New Lebanon Town Clerk