

**TOWN OF NEW LEBANON
RESOLUTION #___, 2025
COMMITTEE MEETING RECORDING POLICY – VIA TOWN HALL STREAMS
September 9th, 2025**

At a duly called and noticed meeting of the New Lebanon Town Board, held on the 9th day of September 9th, 2025, the following Resolution was proposed and seconded:

Resolution by _____

Seconded by _____

COMMITTEE MEETING RECORDING POLICY – VIA TOWN HALL STREAMS

WHEREAS, the Town Board of the Town of New Lebanon is committed to openness, accountability, and ensuring public access to local government proceedings; and

WHEREAS, the Town currently uses Town Hall Streams to record and archive Town Board meetings; and

WHEREAS, extending this practice across all committee/sub-committee meetings, regardless of quorum, supports consistent documentation and transparency;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. It shall be the policy of the Town of New Lebanon that **ALL** duly appointed Town committee meetings, be recorded in their entirety and streamed live via Town Hall Streams, regardless of whether a quorum is present.
2. The Chair of each committee, or their designee, shall ensure recording equipment is activated at the start of each meeting.
3. The Town Clerk's office shall ensure recordings are archived in accordance with the Town's records retention schedule and made available to the public consistent with applicable law.
4. This policy shall take effect immediately upon adoption and remain in force unless amended or repealed by further resolution of the Town Board.

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

Roll Call Vote:

Councilmember Steve Powers ___

Councilmember Scout Metzler ___

Supervisor Tistrya Houghtling ___

Councilmember Joanne Amlaw ___

Councilmember Craig Skerkis ___

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: _____

Marcie Robertson

New Lebanon Town Clerk