

**MINUTES OF THE REGULAR MONTHLY MEETING OF  
THE TOWN BOARD OF THE TOWN OF NEW LEBANON  
HELD ON MARCH 10, 2026**

**Present:** Tistrya Houghtling, Supervisor  
Joanne Amlaw, Councilmember  
Chris Patterson, Councilmember  
Steve Powers, Councilmember  
Susan Tipograph, Councilmember

**Recording Secretary:** Marsha (Marcie) Robertson, Town Clerk

**Others Present:** Jim Carroll, Planning Board & ZRC Member  
Bruce Shenker, NL Rep to CC Env Mgmt Council  
Pete McCagg, Highway Superintendent & Playground  
Design Committee Member  
Pat Metzler, Recreation Commission Member  
Beth LaGrange, Playground Design & Events  
Committee Member  
Stacey Breads, Playground Design Committee  
Member  
Peg Munves, CAC Co-Chair  
Sharon Powers, IT Website Support, Shaker  
Preservation & ZBA Member  
Mary Young, NL Rep to CC Office for the Aging &  
Traffic Safety  
Chris Dreyfus, Meals on Wheels  
William Shannon, Ethics Board Member & LV  
Seniors President  
Scout Metzler, Recreation Commission Member  
Jared Anderson, Creighton Manning Engineer  
(Online)  
Don Adams, Creighton Manning Engineer (Online)  
Members of the Public

**CALL TO ORDER:**

The regular monthly meeting was called to order at 6:33pm 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](https://townhallstreams.com/towns/new_lebanon_ny)

A moment of silence was held, followed by the flag salute. The emergency exits were pointed out, and a reminder to attendees not to block the aisles with chairs or other items.

**MINUTES:**

The minutes of the **June 11, 2024 Regular Monthly Meeting, July 9, 2024 Regular Monthly Meeting, August 13, 2024 Regular Monthly Meeting, September 10, 2024 Regular Monthly Meeting, October 8, 2024 Regular Monthly Meeting, September 9, 2025 Regular Monthly Meeting, October 16, 2025 Regular Monthly Meeting, November 6, 2025 Public Hearing (2026 Budget), November 13, 2025 Regular Monthly Meeting, February 10, 2026 Special meeting (Interviews SYP Director), February 10, 2026 Regular Monthly Meeting, February 24, 2026 Special meeting (Payroll BA), and March 4, 2026 Special Meeting (Interviews O,M, & C Committee)** of the Town Board were reviewed.

Councilmember Tipograph mentioned that she researched and reviewed the NYS Town Law, training materials, and communicated with the Association of Towns regarding approving past minutes where a Town Board member can approve minutes to a meeting they were not in attendance at. She reported, there is not a requirement of the Town Board to approve minutes, it is best practice but not required by any law. She added to vote to approve minutes, a board member can either be present on the board at the meeting, watch the live stream, or watch the recording of the meeting.

Councilmember Patterson stated, he has not been able to read the minutes.

A motion was made by Councilmember Tipograph, seconded by Supervisor Houghtling, and approved unanimously except for Councilmember Patterson who abstained to approve the thirteen sets of minutes as typed.

**FINANCIAL:**

***Supervisor's Report:***

The Supervisor's Report as of February 28, 2026 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.

Supervisor Houghtling reported, she requested that the accountant include more information in the Supervisor's report starting this month and going forward, and gave a detailed review of the report.

A motion was made by Councilmember Tipograph to accept the Supervisor's report for February as typed. The motion was seconded by Councilmember Powers.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Abstain
Supervisor Houghtling -	Aye

Councilmember Tipograph - Aye  
Councilmember Patterson - 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](mailto:supervisor@townofnewlebanon.com) during the meeting.

**Bonnie Lichak & Amy Brueckmann:** Bonnie presented concerns to the board regarding the Tilden Project and zoning concerns.

**Margaret Robertson:** Meg announced an upcoming event, model train show on Saturday at the Polish Community Center in Albany.

**Mr. Muadin (Online):** Mr. Muadin congratulated and thanked the Town Clerk on getting all of the minutes caught up. He also talked about the possibility of an oil shock.

**Supervisor Houghtling:** The Supervisor read the following emails for privilege of the floor:

**Shaun Hulls:** Shaun expressed his feelings that the Walkable Downtown agenda is not beneficial to the majority of the residents.

**Craig Skerkis:** Craig addressed questions to Councilmember Tipograph as liaison to the town senior services in regards to budgeting and use of funds.

**Rick Stall:** Rick announced that Cindy Sewell of Cindy's Antiques and Collectibles passed away in February, and offered condolences to her family. Cindy operated a business in the center of town for over 35 years. Rick also expressed his concerns with the sidewalk project.

**JoAnna G. Phillips:** JoAnna requested updates on the pharmacy funds, the skatepark, the Sherriff's hub, the interest rate and annual cost to taxpayers on the \$90,000 BAN, and requesting older documents be retained on the town website.

**BUDGET AMENDMENT #5 OF 2026:**

Supervisor Houghtling presented Budget Amendment #5 of 2026 with an amendment moving \$11,400 from the general highway A-5132.4 to the general garage fire account A-5132.41 to cover expenses while waiting further insurance reimbursement checks.

**General Fund:**

\$ 500.00	from A-1355.2 (Assessor - Equipment)
\$ 8,561.00	from A-1990.4 (Contingent)
\$ 7,137.00	from A-5031 (Interfund Revenue – Landfill Closure)
\$ 11,400.00	from A-5132.4 (Superintendent of Highways – Cont. Exp.)
\$ 44.00	to A-1010.4 (Town Board – Contractual Expense)

\$ 600.00	to A-1355.4 (Assessor – Contractual Expense)
\$ 3,079.00	to A-1460.4 (Records Management – Cont. Exp.)
\$ 7,137.00	to A-8161.4 (Landfill Closure)
\$ 5,338.00	to A-8710.4A (CAC - ARPA)
\$ 11,400.00	to A-5132.41 (Garage Fire - Emergency)

A motion was made by Supervisor Houghtling to approve the above noted budget amendment #5 of 2026 as amended. The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

**AUDIT OF BILLS:**

Supervisor Houghtling presented the bills for payment.

**2026 Bills:**

General Nos. 113 through 152, in the amount of \$94,520.25;  
Highway Nos. 33 through 45, in the amount of \$88,162.20;  
Escrow No. 4, in the amount of \$7,987.50; and  
H-Capital Project No. 2, in the amount of \$65,833.69;  
As listed on Abstract No. 3 dated March 10, 2026.

General Nos. 153 through 163, in the amount of \$21,531.16, Account A-5132.41  
As listed on Abstract No. 3A dated March 10, 2026.

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

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

**HIGHWAY GARAGE FIRE – SPECIAL MEETINGS TO PAY VOUCHERS:**

Supervisor Houghtling reported there will be weekly meetings on Tuesdays at the request of the Highway Superintendent, starting next week through the first week in April.

A motion was made by Supervisor Houghtling, seconded by Councilmember Powers, and approved unanimously to schedule special meetings of the Town Board for the purposes of paying highway garage fire abstracts plus any other business that comes in front of the Town Board at 1:00pm on Tuesday, March 17<sup>th</sup>, Tuesday, March 24<sup>th</sup>, Tuesday March 31<sup>st</sup>, and Tuesday, April 7<sup>th</sup>, and asking the Town Clerk to notice them all.

**OLD BUSINESS:**

***Update on Walkable Downtown Project:***

Jared Anderson from Creighton Manning went over the potential changes and options to the sidewalk project and the submission of the second TAP application.

Supervisor Houghtling gave a brief summary of the potential changes and costs.

Councilmember Tipograph acknowledged that this project is controversial, but there was an election and the board at that time agreed that they would abide by the outcome of election results.

Councilmember Amlaw asked about the surface material changes being required by DOT.

Supervisor Houghtling gave further explanation of the changes.

Councilmember Patterson asked Jared about the changes in the curb cuts. Jared from Creighton Manning responded and explained the reason for them.

A motion was made by Supervisor Houghtling to authorize Creighton Manning to change the existing project to Option #3, TAP Application Project – Existing Shoulders – Concrete for a total estimated construction cost of \$1,778,000.00, and work with DOT to get approval on that new option. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Nay
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

***Update on Highway Fire and Any Town Board Action Needed:***

Supervisor Houghtling reported, in the fire there were three trucks and one piece of equipment damaged; a 2023 Ford F550, a 2018 International, a 2013 Ford F550, and a 2002 Loader.

A motion was made by Supervisor Houghtling to authorize the Highway Superintendent to accept in the name of the Town the insurance reimbursement in the net amount, after deductible and retainage value, of \$181,300, with the Town to retain ownership of the damaged equipment, relating to the Town's insurance claim

for damage occurring to the 2023 Ford F550, VIN ending 7571, with the use of such proceeds to be subject to further direction and approval of the Town Board pursuant to Highway Law 142. The motion was seconded by Councilmember Powers.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

A motion was made by Supervisor Houghtling to authorize the Highway Superintendent to accept in the name of the Town the insurance reimbursement in the net amount, after deductible and retainage value, of \$144,700, with the Town to retain ownership of the damaged equipment, relating to the Town's insurance claim for damage occurring to the 2013 Ford F550, VIN ending 8756, with the use of such proceeds to be subject to further direction and approval of the Town Board pursuant to Highway Law 142. The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

A motion was made by Supervisor Houghtling to authorize the Highway Superintendent to accept in the name of the Town the insurance reimbursement in the net amount, after deductible and retainage value, of \$323,900, with the Town to retain ownership of the damaged equipment, relating to the Town's insurance claim for damage occurring to the 2018 International dump truck, VIN ending 3711, with the use of such proceeds to be subject to further direction and approval of the Town Board pursuant to Highway Law 142. The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

A motion was made by Supervisor Houghtling to determine that, upon final settlement of the town's insurance claim relating to the 2018 International dump truck, VIN ending 3711, as authorized by the Town Board, that such 2018 International dump truck is no longer needed for town purposes and is accordingly surplus, and authorizing the Highway Superintendent to dispose of same by sale for salvage value, with the use of such proceeds to be subject to further direction and approval of the Town Board pursuant to Highway Law 142. The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

A motion was made by Supervisor Houghtling to authorize the Highway Superintendent to accept in the name of the Town the insurance reimbursement in the net amount, after deductible and retainage value, of \$267,500, with the Town to retain ownership of the damaged equipment, relating to the Town's insurance claim for damage occurring to 2002 CAT Loader, VIN ending 3749, with the use of such proceeds to be subject to further direction and approval of the Town Board pursuant to Highway Law 142. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

Supervisor Houghtling gave thanks and appreciation to Highway Superintendent McCagg for everything he is doing.

Highway Superintendent McCagg gave a brief update of the garage repairs.

**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 committees have any further updates or action that is needed by the Town Board? No additional reports or questions.

**OLD BUSINESS: (Continued)**

***EV Charging Station Agreement:***

Supervisor Houghtling thanked Josh Young and the Farmers Market for all he is doing to keep this EV station running, even though it is at a cost to him. She also thanked Steve Powers for working with Josh and the attorney to get this agreement drafted.

A motion was made by Councilmember Powers to authorize the Supervisor to sign the EV Charger Subscription Funding Agreement. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

***Outreach & Marketing & Communications Committee:***

A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously to accept the resignation from Tistrya Houghtling from the Outreach, Marketing & Communications Committee.

Supervisor Houghtling reported they received nine letters of interest and she thanked everyone who applied. At the last meeting the board decided it would be a seven member committee. After her resignation, there are two existing members which leaves five open spots on the committee. The board discussed making it an eight member committee in their Executive Session discussion because they had six applicants with unanimous support of the entire Town Board.

A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously to expand the current Outreach & Marketing Committee to the Outreach, Marketing & Communications Committee, change the membership number to eight members total, and appoint and/or reappoint the following members; Sharon Powers, Erminia Rasmussen, Matt Lansing, Eileen Raab, Schuyler Gail, Raymona Griffin, Phil Ortiz, and Jim Dawson, and to appoint Sharon Powers and Jim Dawson as temporary Co-Chairs with the Committee having the authority to appoint their own Chair or Co-Chairs once the committee gets going and meeting and working.

Councilmember Amlaw brought up that the kitchen where they hold their Executive Session is not sound proof. The microphone for the livestream picks up the conversation behind closed doors. She suggests a different place to hold Executive Sessions going forward or something to drown out the discussion.

***Update on New Playground in Shatford Park:***

Supervisor Houghtling gave a brief update, at the last Town Board meeting the board authorized her to enter into a contract with Grasshopper Gardens who is the next lowest bidder upon review and approval by the town engineer. The engineer has done so and found them a responsible bidder capable of taking on the project, and she has signed the contract. Councilmember Patterson, Park liaison and the engineer will oversee the project, Supervisor Houghtling will do the grant submission fund paperwork. There will be a walk through next week and they will be done before the start of Summer Camp.

***Re-appointments – Deputy Supervisor, PB Member, Alternate PB Member & OFA Representative:***

Supervisor Houghtling reported her Deputy Supervisor did not get in to do his Oath within the 30 days.

Supervisor Hopughtling reappointed Norman Rasmussen as Deputy Town Supervisor retroactively effective back to January 1<sup>st</sup>, 2026.

An annual reappointment was inadvertently left off of the January appointments, David Russell, Representative to the Columbia County Office for the Aging, a two year term that will be retroactive back to January 1<sup>st</sup>, 2026. Jeff Zimmerman, Planning Board member for the remainder of a seven year term expiring 12/31/2032, and Josh Young, Alternate Planning Board member for the remainder of a three year term expiring 12/31/2027, also need to be appointed again. Town Clerk Robertson misunderstood that they needed to do another oath because they were both already members of the Planning Board, they just switched positions.

**TOWN OF NEW LEBANON  
RESOLUTION #13, 2026  
ANNUAL APPOINTMENTS OF TOWN OFFICERS – MISSED APPOINTMENTS & RE-  
APPOINTMENTS  
JANUARY 13, 2026**

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 10<sup>th</sup> day of March 2026, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Tipograph

***Annual Appointments of Town Officers – Missed Appointments & Re-Appointments***

BE IT RESOLVED THAT the Town Board of the Town of New Lebanon makes the following appointments:

Planning Board Member – remainder of 7 year term to expire 12/31/2032 -  
Jeff Zimmerman

Planning Board Alternate Member – remainder of 3 year term to expire 12/31/2027 –  
Josh Young

NL Representative to Columbia County Office for the Aging (2 year term) – 1/1/2026 -  
12/31/2027 - David Russell

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	Aye
Councilmember Joanne Amlaw	Aye
Supervisor Tistrya Houghtling	Aye
Councilmember Susan Tipograph	Aye
Councilmember Chris Patterson	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: March 10, 2026  
Marcie Robertson  
New Lebanon Town Clerk

***CAC Letters of Interest Received:***

Supervisor Houghtling reported they received one letter of interest, there are three  
vacancies. There are still spots open.

A motion was made by Supervisor Houghtling, seconded by Councilmember  
Tipograph, and approved unanimously to appoint Sarah Latifa to a vacant term to  
expire 12/31/2027.

**NEW BUSINESS:**

***Policy Review – Credit Card Use Policy & Social Media Use Policy***

***Social Media Use Policy:***

There were no changes noted.

A motion was made by Supervisor Houghtling, seconded by Councilmember  
Patterson, and approved unanimously to mark the Social Media Use Policy as  
reviewed with no changes.

***Credit Card Use Policy:***

Supervisor Houghtling reported the Staples credit card is no longer active. The expiration date on the Bank of Greene County credit card is being amended to January of 2029. The Home Depot card in Donnie Sears name will be removed, and it will be changed to Park Manager and Park/Building Maintenance Superintendent.

A motion was made by Supervisor Houghtling to amend the Credit Card Use Policy as follows: delete the Staples credit card completely, change the authorized users on The Home Depot card to read Town Clerk, Park Maintenance Superintendent, and Park Manager, and change the expiration date of the Bank of Greene County credit card to January of 2029. The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

***A Resolution Concerning Rising Electric Costs:***

Councilmember Patterson stated, due to his profession he will be recusing from voting on this resolution and left the room at 7:39pm.

**TOWN OF NEW LEBANON  
RESOLUTION #14, 2026  
RESOLUTION CONCERNING RISING ELECTRIC COSTS  
MARCH 10, 2026**

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 March 2026, the following Resolution was proposed and seconded:

Resolution by Councilmember Powers

Seconded by Supervisor Houghtling

**A RESOLUTION URGING AN IMMEDIATE REVIEW OF ELECTRIC DELIVERY CHARGES, DEMANDING STRONGER COST CONTROLS AND TRANSPARENCY, AND AUTHORIZING FORMAL COMPLAINTS TO THE NEW YORK STATE PUBLIC SERVICE COMMISSION CONCERNING RISING ELECTRIC COSTS**

**WHEREAS**, residents, seniors, and small businesses in the Town of New Lebanon are facing repeated and growing increases in electric bills that are creating severe financial hardship for households and harming the local economy; and

**WHEREAS**, much of these increases result not from higher energy use but from rising delivery charges, fees, and rate adjustments imposed by NYSEG; and

**WHEREAS**, the New York State Public Service Commission regulates and approves electric delivery charges and rate structures and is charged with ensuring that utility rates are just, reasonable, and affordable; and

**WHEREAS**, the Town Board has received numerous complaints from residents who cannot afford basic electric service and who are concerned about the frequency, size, and lack of transparency of recent and ongoing rate increases; and

**WHEREAS**, rural and low-density communities like New Lebanon are disproportionately affected by delivery-charge increases and cost-recovery practices that do not sufficiently account for affordability, equity, and cumulative burden on ratepayers; and

**WHEREAS**, the Town Board finds continued approval of rate increases without stronger cost controls, greater transparency, and meaningful affordability protections to be contrary to the public interest; and

**WHEREAS**, continued reliance on fossil fuels increases greenhouse gas emissions that harm climate and can contribute to weather-related power outages;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of New Lebanon hereby urges the New York State Public Service Commission to promptly and thoroughly review electric delivery charges, recent rate increases, and cost-recovery practices affecting NYSEG customers; and

**BE IT FURTHER RESOLVED**, that the Town Board requests the Public Service Commission to prioritize ratepayer affordability, require increased transparency from NYSEG, and demand verifiable cost-containment and operational efficiency before approving any future rate increases; and

**BE IT FURTHER RESOLVED**, that the Town Board requests the Public Service Commission to control the impact of the buildout of data centers on residential rates.

**BE IT FURTHER RESOLVED**, that the Town Board opposes rate increases that transfer rising operational, infrastructure, or administrative costs to ratepayers without clear justification or sufficient protections for rural communities; and

**BE IT FURTHER RESOLVED**, that the Town Board urges NYSEG to give priority to procuring renewable energy over fossil-fuel generation; and

**BE IT FURTHER RESOLVED**, that the Town Supervisor is authorized to file formal complaints, submit written comments, and provide supporting documents to the New York State Public Service Commission on behalf of the Town and its residents to challenge

excessive electric costs and seek regulatory relief; and

**BE IT FURTHER RESOLVED**, that the Town Clerk shall send copies of this resolution to the New York State Public Service Commission, NYSEG, the Governor of New York, members of the State Legislature, and neighboring NYSEG-served municipalities, and shall encourage coordinated action among affected towns; and

**BE IT FURTHER RESOLVED**, that this resolution takes effect immediately upon adoption.

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	Aye
Councilmember Joanne Amlaw	Aye
Supervisor Tistrya Houghtling	Aye
Councilmember Susan Tipograph	Aye
Councilmember Chris Patterson	Recuse

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: March 10, 2026  
Marcie Robertson  
New Lebanon Town Clerk

Councilmember Patterson returned to the meeting at 7:40pm.

***Committees That Are No Longer Needed – Room Enough For Both & Historic Railroad Depot:***

Supervisor Houghtling reported that the Historic Railroad Depot Committee was done with their work before Jeannine Tonetti left and the committee was never officially ended. The Room Enough for Both Committee’s work is complete, there will be a presentation with the final report on March 26<sup>th</sup>, 2026.

A motion was made by Supervisor Houghtling, seconded by Councilmember Amlaw, and approved unanimously to schedule a Special Town Board / Comprehensive Plan Committee meeting for the purposes of presenting the findings of the Room Enough for Both project for March 26<sup>th</sup>, 2026 from 7:00-9:00pm at the Town Hall and ask the Town Clerk to advertise.

A motion was made by Supervisor Houghtling, seconded by Councilmember Patterson, and approved unanimously to acknowledge that the work for the Room

Enough for Both Committee and the Historic Railroad Depot Committee has ended and to terminate both of those committees.

***Fence Repair at Shatford Park:***

Supervisor Houghtling reported there was a car accident on Route 22 and the individual hit a section of the park fence. We received a quote from Berkshire Fence who originally installed the fence of the cost to repair the damaged section. The individual has paid the town in full for the cost to repair the fence. No board action is needed because it is under \$5,000, she is just informing the board that Berkshire Fence will be coming to make the repairs. There will be a voucher to pay Berkshire Fence, but the revenue has already been received, this is at no cost to the taxpayers.

***Resignation Walkable Downtown Committee & Letters of Interest:***

Supervisor Houghtling reported they received a resignation from Candice Horton from the Walkable Downtown Committee.

A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously to accept the resignation from Candice Horton.

Supervisor Houghtling mentioned, she received a couple of emails from people interested in joining the committee. There was no notice for letters of interest and she would like to discuss it with the committee first, they are already a committee of nine after the resignation plus two engineers. She will report back to the board.

***Summer Camp Health Director – Trade for Camp Attendance:***

Supervisor Houghtling thanked our Health Director, Eileen Raab who is willing to accept tuition instead of payment for her services.

A motion was made by Supervisor Houghtling to compensate Eileen Raab as the Summer Camp Health Director for 2026 in exchange for her child attending the summer camp program free of charge. The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

**Highway 284 Agreement:**

A motion was made by Supervisor Houghtling to approve the proposed Highway 284 Agreement. The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

- Councilmember Powers - Aye
- Councilmember Amlaw - Aye
- Supervisor Houghtling - Aye
- Councilmember Tipograph - Aye
- Councilmember Patterson - Aye

**Intermunicipal Agreement – Shared Services:**

Supervisor Houghtling explained, at the Organizational Meeting in January the board already authorized the Highway Superintendent to work with neighboring towns, at his discretion. Due to changes that have occurred at the County level, the attorney for the Town of Canaan is now requesting signed agreements from all of the participating towns.

A motion was made by Councilmember Tipograph, seconded by Councilmember Amlaw, and approved unanimously to authorize the Town Supervisor and the Highway Superintendent to sign the Intermunicipal Agreement amongst the Towns of Canaan, Austerlitz, Chatham, Ghent, and New Lebanon.

**Introductory Local Law A of 2026 – Chapter 81 – Local Energy Code:**

**The purpose of this local law is to repeal the adoption of a Local Energy Code and to adopt in its place the New York State Energy Conservation Construction Code (hereinafter, the “State Energy Code”)**

Supervisor Houghtling explained the introductory letter numbering system for local laws. We have already adopted LL #1 of 2026, once this Introductory LL A of 2026 is adopted it will become LL #2 of 2026. Supervisor Houghtling explained the purpose of the local law.

A motion was made by Supervisor Houghtling to recognize the Introduction of Introductory Local Law A of 2026. The motion was seconded by Councilmember Powers.

Roll Call Vote:

- Councilmember Powers - Aye
- Councilmember Amlaw - Aye
- Supervisor Houghtling - Aye
- Councilmember Tipograph - Aye
- Councilmember Patterson - Aye

A motion was made by Supervisor Houghtling to classify the proposed adoption of Introductory Local Law A of 2026 as a Type II Action under SEQRA pursuant to pursuant to 6 NYCRR 617.5 (25) and (33). The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Nay
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

A motion was made by Supervisor Houghtling to schedule a Public Hearing for Tuesday, April 14<sup>th</sup>, 2026 at 6:25pm, and ask the Town Clerk to advertise accordingly. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

**ANNOUNCEMENTS:**

***May 2026 Regular Town Board Meeting Conflict:***

Supervisor Houghtling mentioned that the May 12<sup>th</sup>, 2026 Regular Town Board meeting is the same night as the High School Spring concert. In the past we have either changed the date of the meeting or started the meeting later so that it does not conflict with the concert and those that attend. The board decided to start the meeting later

A motion was made by Councilmember Tipograph, seconded by Councilmember Amlaw, and approved unanimously to reschedule the May 12<sup>th</sup>, 2026 Regular Monthly Meeting from 6:30pm to 7:45pm and ask the Town Clerk to advertise.

***MARCH:***

***Tuesday, March 17th, 2026 at 1:00pm – Special Meeting – Highway Garage Fire Vouchers***

***Tuesday, March 24th, 2026 at 1:00pm – Special Meeting – Highway Garage Fire Vouchers***

***Tuesday, March 31st, 2026 at 1:00pm – Special Meeting – Highway Garage Fire Vouchers***

***Thursday, March 26th, 2026 at 7:00pm – 9:00pm – Special Meeting – Room Enough For Both***

**APRIL:**

*Tuesday, April 7th, 2026 at 1:00pm – Special Meeting – Highway Garage Fire Vouchers*

*Tuesday, April 14th, 2026 at 6:25pm – Public Hearing (Intro LL A of 2026)*

*Tuesday, April 14th, 2026 at 6:30pm – Regular Monthly Meeting*

**MAY:**

*Tuesday, May 12th, 2026 at 7:45pm – Regular Monthly Meeting (Change in normal start time)*

Supervisor Houghtling announced that the karaoke night in March at the Community Center is changing dates from the 21<sup>st</sup> to the 14<sup>th</sup>, and it will be advertised to the public.

**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](mailto:supervisor@townofnewlebanon.com) during the meeting.

**Trina Porte:** Trina asked about Councilmember Patterson's recusal in comparison to an Alternate Planning Board member being the applicant/presenter of a project and still being in attendance at the Planning Board meetings.

**Supervisor Houghtling** explained the Planning Board members have recused themselves from that application. The proper procedure is to get up and leave, however they are the applicant in this instance. You cannot prevent a Planning Board member from applying in front of the Planning Board, they have nowhere else that they can go to apply. They are not allowed to be part of the deliberation as members of the board.

**Councilmember Tipograph** attempted to explain further.

**Supervisor Houghtling** gave further explanation.

**Bonnie Lichak:** Bonnie commented, she feels there is a misunderstanding of what is going on with that parcel and elaborated on the subject.

**Margaret Robertson:** Meg was following up on the decision to use concrete for the sidewalks and her suggestion of the possibility of using airport mix for the surface. Meg expressed her concern for the cost of the flyers that are out for the Community Center events, and suggested consolidating them because there are too many and they are taking up all the room on the bulletin boards.

**Pat Metzler:** Pat asked where people can get answers to their questions that are brought up at privilege of the floor. She mentioned that due to the changes to the sidewalk project she thinks it should go to vote again because the project has changed from the initial proposal.

**Councilmember Tipograph:** Susan explained that the new Outreach, Marketing & Communication Committee will hopefully address the question of how to get answers to

questions, that is why the committee was redesigned as it is.

**Supervisor Houghtling** responded that Q & A opportunities is the main purpose of the Outreach, Marketing & Communication Committee. She stated, anyone can always email her or the board with their questions.

**Scout Metzler:** Scout expressed his concern for where the trust and transparency is in the Town government. He referenced DOT's decision not to accept stone dust or asphalt for the sidewalk surface material and now requiring that it be concrete, he does not think they just all of a sudden decided to change the surface material requirement. He feels the public does not have real input, it is just an illusion.

**Supervisor Houghtling:** Tistrya clarified when stone dust was first discussed it was absolutely approved by DOT, it was in the application as stone dust. DOT did approve it because the town was given the award for stone dust sidewalks. After the referendum and the official signing of the contract with Creighton Manning, they met with DOT and discussed the project. There were different engineers involved at this stage then the ones at the time of the application, and these different engineers are not allowing stone dust. Supervisor Houghtling reported, she went to the Senator and Assemblyperson to argue that DOT originally approved stone dust and now this has changed. There was no deceit or lying.

**Pat Metzler:** Pat expressed that she thinks it should go out to vote again due to the change. She mentioned the economy and that maybe this should be put on hold for now.

**Supervisor Houghtling:** Tistrya stated, what went to vote to the taxpayers was allowing the Town to bond up to \$499,000 something for a walkable downtown project. Yes, the specifics of the project have changed some but the vote wasn't for specifics it was for the Town to be able to bond the money for the project. The discussion continued.

**Holly Clark:** Holly commented she voted for stone dust over concrete.

**Mr. Muadin: (Online)** Mr. Muadin thanked the board for passing the resolution regarding energy costs.

**ADJOURNMENT:**

A motion was made by Supervisor Houghtling, to adjourn the meeting at 8:18pm.  
The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

*Respectfully submitted,*

Marcie Robertson  
New Lebanon Town Clerk

Draft