

**MINUTES OF THE REGULAR MONTHLY MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON MAY 12, 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: Peg Munves, CAC Co-Chair
Sharon Powers, IT Website Support, Shaker
Preservation, ZBA Member, & OMC Co-Chair
Mary Young, NL Rep to CC Office for the Aging &
Traffic Safety
Jim Dawson, Outreach, Marketing &
Communication Co-Chair
Jackie Howe, Summer Youth Program Director
Josh Young, Planning Board Alternate
Elizabeth Brutsch, Planning Board Chair (8:45)
Brendon Becker, Project Manager, Lamont
Engineers
Members of the Public

CALL TO ORDER:

The regular monthly meeting was called to order at 7:47pm 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 in memory of the following: Harold Bud Sharpe, Shaun McHugh, Joe Ogilvie, Dan McArdle, Richard Hatch, John Dennis Lepage Sr., and Dennis Lemner. 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 **April 14, 2026 Public Hearing (Intro LLA of 2026), April 14, 2026 Regular Monthly Meeting, April 21, 2026 Special meeting, April 28, 2026 Special meeting, and May 5, 2026 Special meeting** of the Town Board were reviewed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Amlaw, and approved unanimously to approve the five sets of minutes as typed.

FINANCIAL:

Supervisor's Report:

The Supervisor's Report as of April 30, 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.

Councilmember Tipograph thanked the Supervisor for the detailed report.

Councilmember Amlaw requested a spreadsheet for each fund balance showing the actual cash balance in each fund.

Supervisor Houghtling responded that it is in the last seven pages of the Supervisor's Report.

A motion was made by Councilmember Tipograph to accept the Supervisor's report for April 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 (POF) RESOLUTION:

Supervisor Houghtling reported that at the last meeting she changed the format of privilege of the floor. The Town Board has never set a privilege of the floor policy or vote, as a Town Board to change it, it has always just been the Supervisor. Because of that Supervisor Houghtling thought that was the correct procedure. A resident inquired if that can be changed by the Supervisor alone or if it needs to be a Town Board action. Supervisor Houghtling reached out to the Association of Towns to get clarification on the procedure and found out that it is a Town Board action to make this change. This is prompting the creation of the resolution and new policy for Privilege of the floor procedure.

The Board members held discussion on the policy, specifically the procedure relating to responding to privilege of the floor comments and questions, with the majority of the board deciding that they do not respond to any privilege of the floor question or comment at that time during the meeting.

TOWN OF NEW LEBANON

RESOLUTION # 18, 2026
ADOPTION OF PRIVILEGE OF THE FLOOR POLICY
MAY 12, 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 12th day of May 2026, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Tipograph

Privilege of the Floor Policy

BE IT RESOLVED THAT the Town Board of the Town of New Lebanon adopts the following policy to be followed at all privilege of the floors held at Town Board Meetings:

1. Purpose: The privilege of the floor is offered at each regular monthly meeting of the Town Board so that members of the public may inform the board of their concerns. There will be one privilege of the floor held at the beginning of the meeting that will only be for members of the public who wish to address the board regarding an action item on the agenda for that night's meeting. There will be a second privilege of the floor held at the end of the meeting that will be for the members of the public who wish to address the board regarding any issues they wish to address. Each person may have up to 3 minutes at each privilege of the floor to address the board.
2. Procedure: The presiding officer (Town Supervisor or Deputy Town Supervisor) will recognize each speaker in turn. After all in person attendees and online attendees have had a turn to speak, the presiding officer shall read any emails sent to supervisor@townofnewlebanon.com in advance of the meeting. The emailed privilege of the floor comments shall follow all the same rules as in person privilege of the floor.
3. Decorum: Person speaking before the board shall:
 - a. State their name;
 - b. Address the Board as a whole;
 - c. Speak in a calm and respectful manner;
 - d. Refrain from personal attacks; and
 - e. Refrain from addressing other members of the public.

The presiding officer shall declare any speaker who violates decorum to be out of order.

4. Conduct of Board Members: Members of the Board shall give their full attention to the speaker. They may not respond to the speaker. Questions will not be answered at privilege of the floor and should be emailed or provided in writing to the Town Board for answers.

This Privilege of the Floor Policy shall be reviewed by the Town Board annually.

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: May 12, 2026
Marcie Robertson
New Lebanon Town Clerk

PRIVILEGE OF THE FLOOR (POF):

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.

Per the Privilege of the Floor Policy:

The privilege of the floor at the start of the meeting is for an agenda item or agenda related item, including emails. Anything not relative to the agenda can be presented at the second privilege of the floor. The Town Board will not respond to Privilege of the Floor comments or questions at that time. All speakers and emails are limited to three minutes.

Margaret Robertson: Meg asked for clarification regarding her asking questions for POF, if she had to submit question prior to POF in writing.

Supervisor Houghtling stated she can no longer answers questions per the policy. If she would like to email her she can explain, and agreed that it is crazy that she cannot answer her questions.

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

Craig Skerkis: Craig wrote in with questions pertaining to the sewer and water district and the feasibility study.

Bonnie Lichak and Amy Brueckmann: Bonnie and Amy wrote in with questions relating to the Tilden Project, Hodgson Russ Attorneys as Bond Council and how they came to be, the Feasibility Study, the water and sewer district, and Lamont Engineers working for the town on the water and sewer while also being the Tilden Project’s engineering firm.

Elizabeth Kroboth: Liz wrote regarding the Privilege of the Floor Policy and the need for consistency in responding to questions and comments.

Liz also wrote in with comments and questions pertaining to the proposed sewer district.

Tyler: Tyler wrote in with comments and questions regarding the proposed sewer district, and concerns relating to the same law firm representing the Tilden Project and the town with the wastewater district.

Ryder: Ryder wrote in with questions on the proposed wastewater district and system.

JoAnna G. Phillips: JoAnna wrote with questions on the proposed wastewater district and the feasibility study, funding for the project, where are the regular project updates, requesting an update on projects in Shatford Park, and questions pertaining to the Supervisor's Report.

RE-CLASSIFY A PORTION OF THE EXPENSES ON GENERAL VOUCHER 146 ON ABSTRACT 3 OF 2026 FROM A-8161.4 TO A-8161.42:

Supervisor Houghtling explained, at the March meeting there were two invoices from Barton & Loguidice, one for closure work, and one for monitoring. This was the first monitoring invoice and it was accidentally paid out of the closure account with the other invoice for closure out of the .4 account. The monitoring account is a .42 account.

A motion was made by Supervisor Houghtling to re-classify general voucher #146 of 2026 to take \$2,629.48 and put it towards account A-8161.42, and leave the remaining \$4,507.50 out of A-8161.4 as was on the original voucher. 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

BUDGET AMENDMENT #9 OF 2026:

Supervisor Houghtling presented Budget Amendment #9 of 2026. No questions, and no discussion.

General Fund:

\$ 28.00	from A-1990.4 (Contingent)
\$ 10.00	from A-7510.4 (Historian – Contractual Expense)
\$ 26,900.00	from A-2705 (Donations - Playground)
\$ 28.00	to A-1220.4 (Town Supervisor – Contractual Expense)
\$ 10.00	to A-7510.2 (Historian - Equipment)
\$ 26,900.00	to A-7140.45 (Park Plan Project – Playground)

A motion was made by Supervisor Houghtling to approve the above noted budget amendment #9 of 2026. 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

AUDIT OF BILLS:

Supervisor Houghtling presented the bills for payment.

2026 Bills:

General No. 244, in the amount of \$666.26;
As listed on Abstract No. 4D dated May 12, 2026.

General Nos. 245 through 282, in the amount of \$35,424.90;
Highway Nos. 58 through 67, in the amount of \$38,858.34;
Escrow No. 6, in the amount of \$820.75; and
SF 1 LVPA No. 2, in the amount of \$40,014.75;
As listed on Abstract No. 5 dated May 12, 2026.

HIGHWAY FIRE ABSTRACT:

General Nos. 283 through 288, in the amount of \$41,198.62;
As listed on Abstract No. 5A dated May 12, 2026.

A motion was made by Supervisor Houghtling to pay the bills. 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

Councilmember Tipograph commented, since the fire the town has been paying the bills for the repair of the highway garage under the emergency exemption of General Municipal Law, Section 103, and Subsection 4. She stated the emergency has passed and from now on the town has to be compliant with competitive bidding and other requirements in the procurement or purchasing policies. She thank Highway Superintendent McCagg for his hard work.

Supervisor Houghtling reported that she and Councilmember Powers met with the insurance, they will be working with an engineer to get bid specs for the remainder of the garage repairs, and both Councilmembers Amlaw and Powers have been working a lot

with the Highway Superintendent. Once bid specs are received, the town will go out for bids, get insurance approval first, and move forward in that way.

Councilmember Powers clarified that at the last Town Board Special meeting, the board approved Councilmember Powers and Amlaw to work directly with Highway Superintendent McCagg, the insurance company, and the engineer for the damaged part of the highway garage.

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?

Councilmember Amlaw read the LVHS report, and details with upcoming events.

Supervisor Houghtling gave a broadband update, construction has started and it is expected by the end of summer every home in New Lebanon will have access to fiber.

Supervisor Houghtling thanked Councilmember Patterson for his work with the skate park and the new bridge that he built.

Jim Dawson, Outreach, Marketing & Communications Committee Co-Chair requested that the Town Board increase their committee member numbers back to eight and appoint Darla Dobert.

A motion was made by Councilmember Tipograph, seconded by Councilmember Powers, and approved unanimously with the exception of Supervisor Houghtling who voted nay, to increase the number of members on the Outreach, Marketing & Communications Committee to eight people and to appoint Darla Dobert to be the eighth member on the committee.

TASK TRACKING REVIEW:

Supervisor Houghtling reviewed the task tracking list.

OLD BUSINESS:

Feasibility Study Update and Next Steps:

Supervisor Houghtling gave an update and explanation of the timeline. The feasibility study was ready to be presented to the Town Board in the spring/summer of 2025, and the SEQRA process was begun. They then found out they could not create a sewer and/or water district and allow properties to opt out that did not want to be included. The Town Board has been clear from the beginning of this process that they could only support moving

forward if the people who actually want to use the sewer or water system are the people who would be paying for it, and the only people who would pay for it. At that point the project paused. The engineer on the project Brendon Becker of Lamont Engineers has found a bond attorney who has a different way to create the public sewer and/or water on a fee based system instead of a tax based system. With a tax based system, if the infrastructure touches your property you may not opt out. With the fee based system it does allow the town to only include properties that want to be included. Instead of paying through property taxes to be collected by the tax collector, the town could contract with an outside firm or hire a town employee to do the fee billing. Any costs associated with that fee billing will be paid by the users of the system, only those who want to pay for it.

The bond attorney fees of \$8,800 were originally in the engineering contract that the town contracted with Lamont Engineers hiring the attorney to prepare the required petition, bond resolution, and the items to complete the feasibility study process. The bond attorney has stated they need to contract directly with the town, not with the engineer. The proposal in front of the board tonight is to decrease the engineering contract by \$8,800, and a proposal to enter into contract with the bond attorney, Hodgson Russ for not to exceed budget of \$5,500, which reduces the cost by \$3,300.

Supervisor Houghtling stated, this entire project is still at zero (\$0) cost to the town and the taxpayers. Brendon has decreased his contract by \$8,800 for the attorney fees so the town can pay the legal fees directly. This is all still being paid by the town and 100% reimbursed by the grant that the town already has.

Property owners who want to connect to the system will sign the petition with a not to exceed annual amount. The numbers will be based on the town getting the grant for the infrastructure. If the grant does not happen, or anything else precludes the town from being able to create the sewer district, the town will not move forward. Supervisor Houghtling stated, not a penny of costs come from any resident or otherwise from town taxes that is not purposefully and intentionally opted in to connecting to the sewer and only those who want to connect will do so.

Supervisor Houghtling gave a review of the timeline. This meeting the board is being asked to hire Hodgson Russ to work with the Town Board of the creation of the sewer district. The town would pay vouchers to them and be 100% reimbursed by the grant. The second action being asked tonight is to amend the engineer contract with Lamont Engineers to remove the attorney fees from their existing contract. Then, Brendon will re-review the SEQRA to get any questions the Town Board may have, and to do the actual SEQRA at the June meeting. At the June Town Board meeting a petition would be submitted in advance of the June meeting with the residents who want this asking the Town Board to create this district via a petition. The reason for hiring the bond attorney at tonight's meeting is because the bond attorney has to create the petition.

Supervisor Houghtling gave further detail, explanation, and timeline specifics.

Brendon Becker, Project Manager with Lamont Engineers gave a presentation that included timeline details as well. The presentation was followed with questions and

answers and Town Board discussion that resulted in many board members in search of more information from Lamont.

A motion was made by Supervisor Houghtling to accept the proposal from Hodgson Russ with a budget not to exceed \$5,500, and authorize the Supervisor to sign it with a note on the contract stating that the attorneys working on the Tilden project must be separate and distinct from the attorneys working on the Town project, and that they cannot communicate with each other. The motion was seconded by Councilmember Patterson.

Roll Call Vote:

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

A motion was made by Supervisor Houghtling to approve amendment two from Lamont Engineer and authorize the Supervisor to sign the amendment that removes the bond council resolution cost from the current contract and removes a total of \$8,800 from the contract. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

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

Supervisor Houghtling requested that the board members email her with all of their questions and concerns as soon as possible in order to get the questions to the engineer and/or bond attorney to get answers in time for the next meeting before the next action is needed to take place.

Authorization to Sign 2 Proof of Loss Statements for Highway Garage Fire:

Supervisor Houghtling explained, the town has two sworn statements of proof of loss from the insurance company for the highway garage fire. The amounts on these statements seemed to be low, but after the meeting with the insurance company they learned that these statements are just the preliminary numbers with what the insurance knows so far to date. The insurance company communicated that they are aware that once the town goes out to bid on the repair project the numbers may come back much higher, and the insurance will cover those costs. The attorney added in a statement that reads, "This sworn statement and proof of loss is estimated as of March 24th, 2026 and is subject to supplementation as additional information becomes available". Once the scope of work and bid specs have been completed by the engineer it will be forwarded to the insurance for

written approval of coverage.

A motion was made by Supervisor Houghtling to authorize the Supervisor to sign the two sworn statements of proof of loss for the insurance as amended by the attorney. 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

Landfill Reserve Account:

Supervisor Houghtling reported, the town has a reserve account for the \$625,000 that was given to the town for the landfill by the County. The money was designated for both the landfill closure expenses and for monitoring the landfill after closure. Money the town spends on the landfill monitoring is not reimbursed and comes from this reserve account. The money the town uses for the landfill closure expenses is reimbursed by the State.

Supervisor Houghtling commented, in talking with the auditor and his supervisor they see no need to reinvest the state reimbursement for the landfill closure back into the landfill reserve account. They have advised that the town check with the town attorney, which the Supervisor has done, and the attorney agrees with the recommendation of the auditor and his supervisor. The town attorney emailed the Town Board members that there is no requirement for the town to put the money back into the landfill reserve account, this money instead can be added to the town's general revenues and the town can use interest from this reimbursement for general expenses. Great news for the town because it can now make up for that budget shortfall that occurred because the interest had to be accrued to that account. The Town Board can then determine the appropriate amount needed to cover the required monitoring. She stated, this frees up the budget situation that came about. The town should still practice frugal spending but is no longer at risk of losing the \$22,000 of revenue.

Supervisor Houghtling continued with further explanation.

Community Center Usage for Summer Camp – Water Treatment Required:

Supervisor Houghtling reported, they received a quote from Sam Galusha to install a UV system in the amount of \$4,005. Supervisor Houghtling received an email today from NYS Department of Health who oversees all of this, they met with their engineer and reported back to the town that the proposed UV light is a home system and does not meet the disinfection requirement for a commercial water system, and a softener needs to be placed

on the schematic and the spec sheets must be included in the submittal. Supervisor Houghtling needs to verify the cost with Mr. Galusha.

Councilmember Patterson mentioned that some of the engineering costs were waived because it is time sensitive and there is no option to not put in the water treatment system. The cost could be higher if they wait to do this.

The board agreed to table this, Supervisor Houghtling will get an updated quote, and they will set a special meeting to address this topic.

Highway 284 Agreement - Amendments:

Supervisor Houghtling reported, due to specific reasons, Highway Superintendent McCagg has submitted an amended Highway 284 Agreement for board approval that is entirely different from the one that was previously approved by the board.

A motion was made by Supervisor Houghtling to approve the amended Highway 284 Agreement dated May 12th, 2026 that will replace the previously approved Highway 284 Agreement dated March 10th, 2026. 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

Alternate PB Member – Letters of Interest Received:

Supervisor Houghtling reported, they received one letter of interest. Unfortunately, in their letter of interest, that applicant disclosed a personal relationship with someone that would most likely opt them out of the one application that this member needs to be sitting in on. Elizabeth Brutsch, Planning Board Chair has requested that the board go back out for letters of interest.

A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously to go back out for letters of interest for the Planning Board Alternate with letters of interest due by 4:00pm on Friday, June 5th, 2026, and ask the Town Clerk to advertise accordingly.

Ethics Board Vacancy – Letters of Interest Received:

Supervisor Houghtling reported, they received two letters of interest. At the last meeting the board discussed deferring to the Chair of the Ethics Board. They received a letter from the Chair of the Ethics Board recommending that they appoint one of the applicants.

A motion was made by Supervisor Houghtling, seconded by Councilmember Powers, and approved unanimously to appoint Carolyn Dehner to the Ethics Board vacancy to expire 12/31/2028.

Comprehensive Plan Committee – Letters of Interest Received:

Supervisor Houghtling reported, they received one letter. The Comprehensive Plan Committee wants time to interview, so this is being tabled until June.

Revenue Loss for 2026 – Expenditures Need to be Cut:

Supervisor Houghtling commented, they can skip this for now. She stated, the town has great departments, everyone is already on a tight budget and with the Town Clerk total being added in they have over \$12,000 that was voluntarily offered to cut from the budget.

NEW BUSINESS:

Policy Review – Investment Policy & Electronic Records Policy:

There were no changes noted.

A motion was made by Supervisor Houghtling, seconded by Councilmember Amlaw, and approved unanimously to mark the Investment Policy and Electronic Records policy as reviewed with no changes.

Retirement Resolution:

Supervisor Houghtling commented, unfortunately she is going to have to table this. One of the ROA calendars submitted did not have any details.

Authorizing Expenditures from Town Facilities Capital Reserve Fund:

Supervisor Houghtling reported, Attorney Tingley prepared a resolution with the uncertainty of the 2026 budget, which is not quite as uncertain. She stated, she is uncomfortable pulling the town match for the playground funds from the fund balance which is where it was going to come from. This capital reserve account was set up for town facilities, such as projects in the park, buildings, etc. So this is exactly what this type of reserve fund is for, it allows the town to take out up to \$100,000, we do not necessarily need that much but just in case we go into contingencies. No board questions or discussions.

TOWN OF NEW LEBANON

RESOLUTION #19, 2026

AUTHORIZING EXPENDITURE FROM TOWN FACILITIES CAPITAL RESERVE FUND FOR SHATFORD PARK PLAYGROUND IMPROVEMENTS

MAY 12, 2026

At a duly called regular meeting of the New Lebanon Town Board, held on the 12th day of

May, 2026, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling
Seconded by Councilmember Tipograph

***AUTHORIZING EXPENDITURE FROM TOWN FACILITIES CAPITAL RESERVE FUND
FOR SHATFORD PARK PLAYGROUND IMPROVEMENTS***

WHEREAS, pursuant to N.Y. General Municipal Law § 6-c and a resolution adopted by the Town Board on December 30, 2022, the Town Board of the Town of New Lebanon established and funded the Town Facilities Capital Reserve Fund to finance the cost of the acquisition, construction, or reconstruction of Town real property, structures, buildings, facilities, and improvements, including public parks, park improvements, and equipment; and

WHEREAS, pursuant to a competitive bidding process, a bid was received from Grasshopper Gardens, Inc. to provide all necessary labor, materials, equipment, tools, and supplies for certain playground improvements at Shatford Memorial Park, including installation of new playground equipment and a new playground fall safety surface (the "Project"), with a total base bid amount of \$439,050; and

WHEREAS, on or about February 10th, 2026, the Town Board accepted the bid of Grasshopper Gardens, Inc. and awarded the contract thereto for the Project; and

WHEREAS, in addition to cost of construction, the Project will necessitate the use of professional engineering services; and

WHEREAS, approximately 75% of the total cost of the Project will be paid using grant funding, with the Town being responsible for approximately the other 25%; and

WHEREAS, the Town Board finds and determines that the expenditure of funds for the construction and engineering costs of the Project is for a proper purpose for which the Town Facilities Capital Reserve fund was established; and

WHEREAS, the Town Board seeks to authorize expenditure of funds in an amount not to exceed \$100,000 from the Town Facilities Capital Reserve Fund to finance the portion of the total Project construction and engineering costs that will not be financed by grant funds;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Pursuant to N.Y. General Municipal Law § 6-c, as amended, and resolution of the Town Board dated December 30, 2022 establishing the Town Facilities Capital Reserve Fund, the total expenditure of up to \$100,000.00 for the construction and engineering costs of the Project is for a proper purpose for which the Equipment Capital Reserve Fund was established; and
2. Upon audit and approval of one or more itemized voucher(s) for such construction or engineering costs of the Project, presented to the Town Board, accompanied by such documentation as the Town Board may require so as to authorize and approve payment therefor in accordance with applicable law, the Town Board authorizes the

total expenditure of up to \$100,000.00 from the Equipment Capital Reserve Fund to finance the Project; and

3. This Resolution is subject to permissive referendum and shall only take effect as set forth in N.Y. Town Law § 91; and
4. The Town Clerk is hereby directed to, within ten (10) days of the date hereof, post and publish a notice setting forth the date of the adoption of this resolution and containing an abstract of this resolution concisely stating the purpose and effect hereof and stating that the resolution was adopted subject to a permissive referendum.

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: May 12, 2026
Marcie Robertson
Town Clerk
Town of New Lebanon

ANNOUNCEMENTS:

MAY:

Thursday, May 21st, 2026 at 7:00pm – Special Meeting – Community Forum at NL Community Center (OMC Committee & Town Board)

JUNE:

Tuesday, June 9th, 2026 at 6:30pm – Regular Monthly Meeting

Councilmember Powers: Steve announced that the CSC is having a Bike Tune Up day this coming Saturday at the pavilion.

Trina Porte: Trina announced that dance exercise class is happy to accept additional students. It takes places on Wednesdays from 3:30-4:15pm at the NL Community Center.

PRIVILEGE OF THE FLOOR (POF):

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.

Trina Porte: Trina talked about comments regarding a lack of transparency when all of the information is available and requests for more detailed information when it's been provided. She is concerned with how this impacts the town.

Amy Brueckmann: Amy addressed not getting answers to their privilege of the floor questions, how will they get the answers. Amy also mentioned the questions regarding the sewer system because it hadn't been discussed in some time, people were surprised. She lives in the area and has not been contacted.

Sharon Powers: Sharon announced and encourages everyone to attend the Community Forum on the 21st for questions and answers, they feel this will be the avenue to get answers to these questions asked during POF.

Supervisor Houghtling stated, she is not answering a question, no question was asked. The main reason the Town Board added Communications and re-implemented Outreach & Marketing was for the purpose of questions and answers and open communication to take place.

Jim Dawson: Jim thanked the board for the discussion that took place at the meeting tonight, it was very informative. He commented on the new POF policy and appreciates that the board is trying something new.

Supervisor Houghtling commented, for privilege of the floor, in the past when there was an easy question like what Meg Robertson had tonight, she would answer it. When there was a longer question that might be more of a hot topic and create debate, those were the type of questions she would have emailed to her to get answers to. Before there was an actual written policy in place, the POF procedure that was followed was at the discretion of each Town Board member to answer questions asked at POF that they felt they could answer at that moment. The Town Board has now voted to try a new policy that states no Town Board member may answer questions, and that is what needs to be followed. She stated, she personally liked having the discretion of being able to address quick easy questions at the moment, and longer more in-depth questions sent in an email for answering or come and meet with her to discuss.

Margaret Robertson: Meg asked Councilmember Patterson, yes or no, with all of the work that he has done in the park, she is assuming that the Park Maintenance Boss was helping him as it is his job. Meg also asked about the \$40,000 in ARPA funds for the pharmacy and if anything is being done by the Town Board to get that money back.

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

Rick Stall: Rick wrote in stating that he feels there is a need for a separate HR department in New Lebanon. He mentioned Councilmember Tipograph's response to a taxpayer's concern and he feels it was unacceptable. An apology is needed and this is the

reason for a separate HR department. Rick commented on the budget issues and the need for scrutinized spending until the town finances are in order.

ADJOURNMENT:

A motion was made by Supervisor Houghtling, to adjourn the meeting at 9:55pm.
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