MINUTES OF THE REGULAR MONTHLY MEETING OF THE TOWN BOARD OF THE TOWN OF NEW LEBANON HELD ON OCTOBER 13, 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 & Comp Plan Member & ZRC Alternate** **Sharon Powers, IT Website Support, Shaker Preservation, ZBA Member, & OMC Co-Chair** **Jim Carroll, Planning Board, ZRC & Comp Plan Member** **Margaret Robertson, LVHS** **Bruce Shenker, NL Rep to CC Env Mgt Council, CAC Member** **Mary Young, NL Rep to CC Office for the Aging, NL Rep to CC Traffic Safety** **Ted Salem, ZBA Member, ZRC Chair, & Comprehensive Plan Chair** **Trina Porte, Water Wastewater Committee Member** **Jim Dawson, Outreach, Marketing & Communication Committee Member (7:17pm)** **Kim Smith, Assessor (7:54pm)** **Members of the Public**

CALL TO ORDER:
The regular monthly meeting was called to order at 6:30pm 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 honor of Tony Murad who recently passed away. The moment of silence was 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:

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The minutes of the **September 8, 2026 Regular Monthly Meeting, October 1, 2026 Special Meeting Budget Workshop, October 6, 2026 Special Meeting LVPA Contract,** and **October 6, 2026 Special Meeting Budget Workshop,** of the Town Board were reviewed.

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

FINANCIAL:

Supervisor's Report – September 2026:

The Supervisor's Report as of September 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 Amlaw had a list of questions that she asked of the Town Supervisor relating to the Supervisor's Report. Supervisor Houghtling addressed her questions.

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

Roll Call Vote:

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

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.

Bonnie Lichak: Bonnie spoke regarding the Wastewater Committee Resolution amendment on the meeting agenda, asking that the board tables the resolution due to possible conflict of interest and breach of ethics code.

Supervisor Houghtling: The Supervisor responded, for clarification, if the board were to table the resolution tonight, it does not mean that the wastewater committee will not be formed, it would mean that they are working with LaBerge who is not the correct engineer contracted to work on this project.

Mr. Muadin: (Online) Mr. Muadin commented on the typo on the Wastewater Resolution that was passed at last month's meeting, made suggestions to the board on handling last

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minute resolutions before approving them. He also mentioned the ethics opinion related to the Wastewater Committee.

Councilmember Tipograph: Susan responded, tonight's resolution only corrects an error made on the original resolution with the engineering firm's name. She spoke about being human and that people can make mistakes. She stated, she has done a lot of research on the topic of the ethical issues involved with Josh Young being the Chair, and being on the Wastewater Committee. The Ethics Board determined that it is not a violation of the Ethics Code for Josh Young to be a Chair on the committee. Susan stated, there were only four applicants for that committee, the board appointed three of the four. If there are other interested parties, they should have applied.

Supervisor Houghtling: Tistrya commented, the Wastewater Committee membership is five and they only have three members at this time. Anyone interested in serving on the committee please submit a letter of interest. Supervisor Houghtling read from the resolution stating that the committee needs Town Board approval for all decisions.

Supervisor Houghtling read the following emails submitted for privileges of the floor:

Rick Stall: Rick wrote in with concerns of where money will come from for the wastewater project given the tight budget issues the town is facing.

Supervisor Houghtling responded, no money is being spent. It is a grant that the town already has.

JoAnna Phillips: JoAnna wrote in with a statement relating to sales tax payments received by the town, three received during the year, and the fourth quarter is received in January of the following year.

Supervisor Houghtling responded, yes that is true. The fourth quarter payment is received in January of the previous year. It is held open on the AFR (Annual Financial Report) as a revenue for the year that it is for.

Supervisor Houghtling read the following letter that she received in the mail:

Noreen Opper: Noreen wrote regarding her husband getting a broken taillight on his truck while bringing items to the town clean-up day in the park. Mentioned he backed up with the direction of town volunteers. They notified Cissy Hernandez the day of the incident. They feel that this is the town's insurances responsibility to cover the damage to the taillight on the vehicle.

Supervisor Houghtling clarified for the record, she never received a note dropped off by Mr. Opper for her and she never spoke to Mr. Opper. She thinks he may have her confused with another town employee.

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BUDGET AMENDMENT #14 OF 2026:

Supervisor Houghtling presented Budget Amendment #14 of 2026. There were no questions or discussion.

General Fund:

$	20,000.00	from A-2770.5 (Greenway Grant – Room Enough for Both)
$	187.00	from A-1420.42 (Attorney - Litigation)
$	1,000.00	from A-1420.4 (Town Clerk – Contractual Expense)
$	628.00	from A-7510.4 (Historian – Contractual Expense)
$	2,000.00	from A-8020.43 (Planning Board - Engineer)
$	1,000.00	from A-9050.8 (Unemployment Insurance)
$	20,000.00	to A-1010.4 (Town Board – Contractual Expense)
$	4,114.00	to A-1420.4 (Attorney – Contractual Expense)
$	571.00	to A-1680.4 (Central Data Processing – Contractual Expense)
$	26.00	to A-3510.4 (Control of Dogs – Contractual Expense)
$	24.00	to A-7270.4 (Band Concerts – Music in the Park)
$	80.00	to A-7310.4 (Youth Program – Contractual Expense)

Highway Fund:

$	1,345.00	from DA-5140.4 (Brush & Weeds – Contractual Expense)
$	1,345.00	to DA-5130.4 (Machinery - Contractual Expense)

A motion was made by Supervisor Houghtling to approve the above noted budget amendment #14 of 2026 as typed. The motion was seconded by Councilmember Patterson.

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. 486 through 525, in the amount of $183,506.59;
Highway Nos. 121 through 134, in the amount of $47,131.49;
H-Capital Project -Sidewalks No. 8, in the amount of $6,606.52; and
Escrow No. 12, in the amount of $707.25;
As listed on Abstract No. 10 dated October 13, 2026.

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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

HIGHWAY FIRE ABSTRACT:
General Nos. 526 through 530, in the amount of $30,891.37; and
Highway No. 135, in the amount of $78,900.00;
As listed on Abstract No. 10A dated October 13, 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

AMEND GENERAL ABSTRACT 8 OF 2026:
On general abstract 8, voucher number 409 to Town Hall Streams was accidentally entered in BAS as $259 instead of $250, a typo. The check was voided and re-issued for the correct amount of $250.00. We just need to amend that voucher amount and amend the total abstract amount to $54,410.09 instead of the $54,419.09 that was approved at the August meeting.

A motion was made by Supervisor Houghtling to amend General Abstract #8 for a total of $54,410.09, instead of $54,419.09 that was approved at the August meeting, and to amend on the abstract, Voucher #409 to the amount of $250.00 instead of $259.00. 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

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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 Powers reported, the CSC has been working with DEC on the culvert inventory in town. Trout Unlimited is the funding organization that DEC has been working with along with a couple of other groups. DEC has completed the inventory and will submit it to the organizations that they are working with. DEC will work with the Town for a grant for a management plan. If we receive the grant for this, the management plan will assess which culverts are the worst, it then goes to the Highway Superintendent to decide the top three in need of replacement, and the town will then get plans on how to replace them. Then a grant can be applied for.

Councilmember Tipograph thanked all of the committees and volunteers for all that they do.

Supervisor Houghtling also thanked all of the volunteers for their hard work.

Councilmember Amlaw thanked Councilmember Powers for getting three large boxes of old paint out of the basement of the Town Hall and taking it to the hazardous waste event through County.

TASK TRACKING REVIEW:

Supervisor Houghtling stated, broadband was removed for being completed. No further discussion took place.

OLD BUSINESS:

Wastewater Committee Resolution Amendment:

Supervisor Houghtling reported, it is the same resolution as last month except for correcting LaBerge to Lamont as the correct engineer.

TOWN OF NEW LEBANON
RESOLUTION #34, 2026
ESTABLISHING A WATER AND WASTEWATER COMMITTEE -AMENDED
OCTOBER 13, 2026

At the regular monthly meeting of the New Lebanon Town Board, held in person at 14755 State Route 22, New Lebanon, NY, duly called and held on the 13th day of October 2026, the following Resolution was proposed and seconded:

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Resolution by Supervisor Houghtling
Seconded by Councilmember Tipograph

ESTABLISHING A WATER AND WASTEWATER COMMITTEE

WHEREAS, the Town of New Lebanon accepted a grant for a feasibility study for water and/or wastewater and hired Lamont to create the feasibility study; and

WHEREAS, the Town Board tasked the Conservation Advisory Council and the Business and Economic Development Committee to work with Lamont on the water and/or wastewater project; and

WHEREAS, the Business and Economic Development Committee was put on pause by the Town Board and the Conservation Advisory Council no longer wishes to work on the water and wastewater project; and

WHEREAS, the Town Board went out for letters of interest for members of the public interested in serving on a water and wastewater committee to continue working on the water and wastewater project with Lamont, and received 4 letters of interest, and held interviews with all 4 applicants.

IT IS HEREBY RESOLVED that the Town Board of the Town of New Lebanon hereby establishes a Water & Wastewater Committee with a membership of 5 members with all members to be appointed and removed at will via motion of the Town Board and with the chair to be appointed and removed at will via motion of the Town Board; and

BE IT FURTHER RESOLVED that the Town Board of the Town of New Lebanon hereby establishes the following scope of work for the Wastewater Committee:

- To work with the project engineer and attorney to finalize the petition wording
- To gather signatures on the petition of those property owners within the proposed district who would like to be included in the district
- To work with the project engineer on answering all questions that have been submitted by town board members and the general public and get these answers published on the town website and distributed throughout the community
- If and when the petition is successfully submitted and if and when the town board moves forward with the creation of the district, working with the project engineer and attorney on all necessary steps to apply for grant funding and all steps required to successfully install the system
- Any other tasks assigned by the town board

BE IT FURTHER RESOLVED that all communications, fact sheets, petitions and other documents publicly distributed about the project by the committee must first be approved by 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	Aye
Councilmember Joanne Amlaw	Nay

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: October 13, 2026
Marcie Robertson
Town Clerk
Town of New Lebanon

BAS for the Building Department:

Supervisor Houghtling reported, this was paused at last month's meeting to look into the NYSERDA program but unfortunately that program charges per users. There are four users who will use that program. The NYSERDA program will be more expensive then going back to BAS / Edmunds Gov Tech.

A motion was made by Supervisor Houghtling to authorize the Supervisor to sign the contract with Edmunds Gov Tech. for the BAS program in the Building Department. The motion was seconded by Councilmember Patterson.

Roll Call Vote:

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

Health Insurance Renewal:

Supervisor Houghtling stated, they discussed staying with MVP and going to a Bronze Plan. They met with the Union and got the okay to proceed. Delta Dental and the vision remains the same.

A motion was made by Supervisor Houghtling for the Town to do renewal health insurance with the MVP Bronze 2 HMOC, the Delta Dental, and Anthem Vision and to authorize the Supervisor to execute any contracts or paperwork required for that renewal. 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

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NEW BUSINESS:
Policy Review – Purchase Authorization Resolution, and CDL & Drug and Alcohol Testing Plan & Policy:
Purchase Authorization Resolution & Policy:
Councilmember Powers noted one more change, to remove Bob Gilson as he is no longer on the CAC. The resolution will be amended as such.

TOWN OF NEW LEBANON
RESOLUTION #35, 2026
RESOLUTION IDENTIFYING INDIVIDUALS RESPONSIBLE FOR PURCHASING
OCTOBER 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 13th day of October 2026, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Tipograph

Identifying Individuals Responsible For Purchasing (Adopted 3/11/25; Amended 10/13/26)

WHEREAS, the Town Procurement Policy has a section titled 40-8.1. Individuals responsible for purchasing and their titles; and

WHEREAS, this section states "The listing with name(s) and title(s) of the individual(s) responsible for purchasing shall be updated biennially by resolution and kept on file in the Office of the Town Clerk";

NOW, THEREFORE, BE IT RESOLVED, the following names and titles are authorized to make purchases for the Town of New Lebanon out of the appropriate budget accounts:

Tistrya Houghtling – Town Supervisor
Marsha Robertson – Town Clerk
Harli Rigg – Deputy Town Clerk & Highway Clerk
Peter McCagg – Highway Superintendent
Todd Hover – Foreman
Brent Van Deusen – Senior MEO
Kennith Smith - MEO
Logan Hatch - Laborer
Monte Wasch – Town Justice

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Lorrie Wechter – Town Justice
Koni Kraft – Court Clerk
Darla Dobert – Deputy Court Clerk
Tamara Darcy – Tax Collector
Steve Powers – CSC Chair
Theodore Timreck – Town Historian
Abbie Shoobs – Events Committee Chair
Stuart Raab – Recreation Commission Co-Chair
Ayannah Meyson – Recreation Commission Co-Chair
Hazel "Cissy" Hernandez – Building Department Administrator
Kimberly Smith – Town Assessor
Michelle Bienes – Assessor's Clerk
Alissa Ross – Community Center Coordinator
Charley Sears – Park Manager
Michael Dimanche – Park/Building Staff Member
Margaret "Peg" Munves – CAC Co-Chair
William O'Neill – CAC Co-Chair
Donald Lamonaca – CAC Member
Jacqueline Howe – SYP Camp Director
Tallulah Powers – SYP Camp Assistant Director
Maggie Simmons – Dog Control Officer

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: October 13, 2026
Marcie Robertson
New Lebanon Town Clerk

<u>CDL & Drug and Alcohol Testing Plan & Policy:</u>

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Councilmember Powers had wanted the Supervisor to check with the labor attorney to be sure there are no needed changes. There were no changes noted.

> A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously to mark the CDL & Drug and Alcohol Testing Plan & Policy as reviewed with no changes.

OFA Meals & Programming at the Community Center:
Supervisor Houghtling thanked Mary Young, Office for the Aging (OFA) Representative for all of her work and help to bring this program to New Lebanon. Supervisor Houghtling reported, the County OFA rep, the head of the food program through OFA met with Alissa, Mary and herself to go over the program, and looked at the site. They would come once a week with free meals, programming, speakers, games, etc. for any senior who is age 55 and up. They are tentatively looking at Tuesday's from 9:30 – 1:30. There is a small $4 donation accepted but not required. Mary Young spoke on the program at commented that the NL Community Center is a great place to do this.

The Town Board went over and reviewed the sample draft contract, made changes, held discussion among the board and with Mary Young. A completed contract will be presented at the next board meeting.

ZBA & ZRC Vacancy:
Supervisor Houghtling stated, with the unfortunate passing of Tony Murad, it leaves a vacancy on the ZBA which also leaves a vacancy on the ZRC. Supervisor Houghtling stated, for clarification the Town Board does not go out for letters of interest for the ZRC, the ZRC will make a recommendation to the Town Board as to which ZRC member will be the second representative along with Ted Salem.

> A motion was made by Supervisor Houghtling, seconded by Councilmember Amlaw, and approved unanimously to go out for letters of interest for the Zoning Boards of Appeals (ZBA) vacancy, with letters of interest due by 4:00pm on Wednesday, November 4th, 2026, and interviews to be held after that.

ZBA Chair:
Supervisor Houghtling stated, Tony Murad left a lot of empty seats, he was also the ZBA Chair. Ted Salem has been the sitting Chair for the Tilden application, Supervisor Houghtling spoke to Ted and he is willing to serve as the Chair from now until the end of the year. The reappointment comes in January of 2027.

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A motion was made by Supervisor Houghtling, seconded by Councilmember Powers, and approved unanimously to appoint Ted Salem as the Chair of the Zoning Board of Appeals (ZBA) effective immediately through December 31st, 2026.

Fire Insurance Proceeds for Highway Tools Lost in the Fire:

Supervisor Houghtling reported on the insurance claim for the highway garage fire. In the Sworn Statement in Proof of Loss received from the insurance company, the insurance and the town agreed on an amount for full cost of repair or replacement of $154,729.17 for the damaged tools and contents in the garage destroyed in the fire. The town receives the actual cash value amount of $83,782.29 immediately, and the supplemental claim of $70,946.88 will be received after replacement of damage contents with proof of replacement.

Highway Superintendent McCagg expressed concern to the Supervisor that he would have to leave room in his operating budget to cover the other 50%, she told him no. With the $83,782.29 he can purchase that much worth of tools, submit the receipts, get the other half of the money to replace tools, etc. Or, if they have to, they can borrow from the highway funds and/or from fund balance because once proof of replacement has been submitted, the insurance will cut a check for the remainder owed.

Councilmember Amlaw commented, that there is no date that states when this has to be done by. Supervisor Houghtling replied, it is two years from the date of loss. If necessary the town can request an extension but the Highway Superintendent should make every effort possible to purchase replacements in the year and three months left.

Councilmember Tipograph commented, this is on top of the close to $1 million already received for the damaged equipment. Supervisor Houghtling responded, yes there are three different sections to the claim. One is the equipment for the trucks, the equipment that we lost, we have already agreed to an amount and received that amount. We have been using that money to purchase new equipment. Next is the money for the building, of which we have received partial payment and are now waiting to go out to bid and received the rest of the money. The third part is the tools. She stated, tools and equipment will be completed and the building repair is what will be left to negotiate with the insurance on.

A motion was made by Supervisor Houghtling authorizing the Supervisor to sign the sworn statement in proof of loss. The motion was seconded by Councilmember Powers.

Roll Call Vote:

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

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Councilmember Tipograph -	Aye
Councilmember Patterson -	Aye

2 Resignations from CAC:

Supervisor Houghtling reported, they received two resignations from the CAC effective December 31st, 2026, the two Co-Chairs, Peg Munves and William O'Neill. They are both resigning as Co-Chairs and as members from the committee. Peg was thanked for all that she has done on the CAC. Supervisor Houghtling commented they are looking for a new Chair either from a current member or possibly a new member. There are now three vacant seats on the committee.

A motion was made by Supervisor Houghtling, seconded by Councilmember Amlaw, and approved unanimously to accept the resignations of Peg Munves and William O'Neill from the CAC effective 12/31/2026.

A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously to go out for letters of interest for the Conservation Advisory Council (CAC) vacancies with letters of interest due on or before Friday, December 4th, 2026 at 4:00pm.

Recreation Commission Facebook Group:

Supervisor Houghtling reported, Danielle Patterson the outgoing Chair of the Recreation Commission had asked for the Commission to have a Facebook page. The Social Media Policy requires that every social media page has to be approved by the Town Board and to follow all of the guidelines.

A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously to authorize a Facebook Group for the Town of New Lebanon Recreation Commission with the Chair or Co-Chairs authorized to moderate the group, with all social media guidelines to be followed.

Introduce LL B of 2026 – Tax Levy:

Supervisor Houghtling stated, she does not think it is possible that the town does not exceed the tax cap with the 2027 budget, even with a lot more cuts to the tentative budget. In order to exceed the tax cap, you have to pass a local law. Supervisor Houghtling explained the process.

A motion was made by Supervisor Houghtling to introduce Introductory Local Law B of the year 2026, a Local Law to Override the Tax Levy Limit under General Municipal Law section 3-C for fiscal year 2027. 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 schedule a Public Hearing for Introductory Local Law B of 2026, for Tuesday, November 10th, 2026 at 6:25pm. 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

ANNOUNCEMENTS:

OCTOBER:

Thursday, October 15th, 2026 at 1:00pm – Budget Workshop / Special Meeting
Wednesday, October 21st, 2026 at 4:00pm – Budget Workshop / Special Meeting
Monday, October 26th, 2026 at 5:30pm – Budget Workshop / Special Meeting

NOVEMBER:

Wednesday, November 4th, 2026 at 6:30pm – Public Hearing – 2027 Preliminary Budget
Tuesday, November 10th, 2026 at 6:25pm – Public Hearing – Intro. Local Law B of 2026
Tuesday, November 10th, 2026 at 6:30pm – Regular Monthly Meeting

PLANNING BOARD CHAIR BRUTSCH REQUEST- LAND USE ATTORNEY RFQ DUE DATE EXTENSION:

Supervisor Houghtling reported, Planning Board Chair, Elizabeth Brutsch requested a week extension on the date due for RFQ's for the Land Use Attorney.

A motion was made by Supervisor Houghtling, seconded by Councilmember Powers, and approved unanimously to extend the deadline for qualifications for the Planning Board and Zoning Board Attorney from Wednesday, October 14th, 2026 at 4:00pm to Wednesday, October 21st, 2026 at 4:00pm and as the Town Clerk to contact any interested parties that have not yet submitted their letters by the 14th at 4:00pm and let them know there has been an extension.

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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[type your text here] during the meeting.

Jim Carroll: Jim commented on the Town's fiscal crisis, stating reasons like approving projects without understanding long term costs. He commented on the upcoming lunch program to be held at the NL Community Center and that it will cost the town money, and potential loss of rental income. He made suggestion on the contract before it is signed in regards to potential costs to the town.

Supervisor Houghtling responded, the setup is on the OFA, the cleaning of the refrigerator, bathrooms, etc. is already done and paid for with regular cleaning. There could be a small increase in the use of paper towels, toilet paper, soap, etc.

Councilmember Powers brought up the recommendation for the town to have financial planning for the future, he has already reached out to the school board's planner and will be meeting with them.

Bonnie Lichak: Bonnie commented, on the Wastewater Committee, Josh Young being named as Chair of the Committee, potential ethics violation. She spoke regarding the finding of the Board of Ethics and their decision not being binding. She feels the ethics decision sits with the Town Board. She spoke about the feasibility study. She brought up that Josh Young hired the same engineer on the Tilden project that the town has on the feasibility study and the use of the same attorney.

Margaret Robertson: Meg thanked Councilmember Amlaw for her tag sale that she held as a fundraiser for the library and the Lebanon Valley Historical Society. Meg reminded on the time capsule opening at WBH Elementary is taking place on November 7th, 2026.

Mr. Muadin (Online): Mr. Muadin spoke regarding the $1,800 budgeted for the Outreach, Marketing & Communication Committee, he wants it used for Town Hall Streams at the NL Community Center. He wants the board to dictate where tax payer money is allocated for committees like this.

Supervisor Houghtling responded to Mr. Muadin and clarified the reasoning for what was discussed at a prior meeting and mentioned in his POF.

Supervisor Houghtling read the following emailed privilege of the floor:

JoAnna G. Phillips: JoAnna wrote regarding the landfill reimbursement, and wants to know how much of what was recently received will be going into the general fund and how much back into the landfill reserve.

Supervisor Houghtling responded, it is up to the Town Board to decide via a resolution how much is put back all together. They might wait until after fiscal year end for 2026, so that in the beginning of 2027 they can see where the fund balances are. As of right now, all of the money is going into fund balance because it is a reimbursement and it would take a

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Town Board action to put some back into the landfill reserve, which is their intention. Supervisor Houghtling furthered her explanation by going over the monitoring process with DEC.

PRESENTATION BY THE ASSESSOR REGARDING EXEMPTIONS:

Kim Smith, Assessor presented an overview of potential updates to the Town's Low Income Senior/Disabled and Veterans property tax exemptions. These summaries highlighted long-standing issues in the current laws and outlined targeted adjustments designed to better support our lowest-income seniors and our veterans, without creating a noticeable impact on the town's overall tax footprint. The Town Board and the Assessor held discussion on the topic. The board was in agreement for the Assessor to work with the Town Attorney for these tax exemption adjustments.

ADJOURNMENT:

A motion was made by Supervisor Houghtling, to adjourn the meeting at 9:05pm. 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

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