

**MINUTES OF THE REGULAR MONTHLY MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON FEBRUARY 12, 2019**

Present: Colleen Teal, Supervisor
Kevin Smith Sr., Councilmember
Jesse Newton, Councilmember
Mark Baumli, Councilmember
Norman Rasmussen, Councilmember

Recording Secretary: Tistrya Houghtling, Town Clerk

Others Present: Several members of the Public

CALL TO ORDER:

The meeting was called to order at 7:00 p.m. by Supervisor Teal. She stated that the Special Meeting scheduled for tonight at 6:30 p.m. is rescheduled for March 12th at 6:30 p.m. and tonight we will just go through and do the important pieces that are more time sensitive and everything else that is not time sensitive we will table until March.

MINUTES:

The minutes of the **January 8, 2019 Regular Monthly Meeting; January 15, 2019 Annual Audit;** and the **January 17, 2019 Special Meeting** were reviewed. A motion was made by Councilmember Smith, seconded by Supervisor Teal and approved unanimously to accept the above noted minutes as typed.

FINANCIAL:

Supervisor's Report:

Supervisor Teal provided the public and TB members with a copy of the Supervisor's Report as of January 31, 2019. A motion was made by Councilmember Smith, seconded by Councilmember Newton and approved unanimously to accept the Supervisor's report as typed.

Supervisor Teal tabled the tax cap review and sales tax, 2018 that were on the agenda to the March meeting.

PRIVILEGE OF THE FLOOR:

Nobody spoke during privilege of the floor.

OLD BUSINESS:

Planning Board Appointments:

Councilmember Smith made a motion to appoint William Banker to the Planning Board vacancy expiring 12/31/2025. Councilmember Baumli seconded that motion.

Roll Call Vote:

Councilmember Rasmussen - Aye
Councilmember Smith - Aye

Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

Councilmember Rasmussen made a motion to appoint James Carroll to the Planning Board vacancy expiring on 12/31/2020. Councilmember Smith seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

Planning Board Vacancy:

Supervisor Teal stated that we received a letter of resignation from Wes Powell for his position on the Planning Board. Councilmember Baumli stated that the resignation was due to a conflict of interest with a new position he has taken with the County.

Supervisor Teal made a motion to accept the resignation of Wes Powell from the Planning Board and to authorize the Town Clerk to advertise the vacancy with letters of interest due by Friday, 3/8 at 4pm. Councilmember Newton seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

ZRC Proposal:

Supervisor Teal tabled this agenda item until the March meeting.

JCAP Grant - generator:

Supervisor Teal stated that we were approved for 50% of the cost of a generator for the Town Hall. The grant would cover \$5,749 and the Town would pay the other half.

Supervisor Teal made a motion to accept the JCAP grant and authorize the Town Clerk to go out to bid with the specs in the grant proposal including full installation with bids due by 3/8 by 4pm with the Town's half funded from the unexpended balance. Councilmember Smith seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye

Councilmember Baumli - Aye

Basketball Court - Browe:

Supervisor Teal stated that for the basketball court there is a partial payment in the vouchers. We are withholding \$4,000 final payment until all of the issues are corrected. Engineer McCreary estimated that it would be about \$2,000 to go out and have that done by someone else so we have sufficient funds held to correct the issues.

PESH – Fuel Tank:

Supervisor Teal made a motion to accept the quote from Miller’s Petroleum System Inc. for \$2,845.65 for the electrical work to hook up the new outdoor fuel tank. Councilmember Newton seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

Councilmember Smith stated that the fuel tank will be here on the 18th at 8:30 and on the 19th Miller Petroleum will be here to hook it up.

International Truck - surplus:

Supervisor Teal tabled this agenda item until the March meeting.

Terms of Office:

Supervisor Teal tabled this agenda item until the March meeting.

Comprehensive Plan Review:

Supervisor Teal tabled this agenda item until the March meeting.

NEW BUSINESS:

Zoning Complaints - procedure:

Supervisor Teal stated that if we want Attorney input we can have a meeting before the regular meeting or we can discuss it in open meeting. It is up to the board how they would like to do that and if they would like CEO/ZEO Hernandez at that meeting.

Councilmember Baumli stated that he has no problem having that conversation in public and he would like to have CEO/ZEO Hernandez at that meeting. Councilmember Newton stated that he is good with that as well. Councilmember Smith stated that he is fine either way.

History Hallway:

Supervisor Teal stated that the flags and banners piece we can put off until March though she is worried about the condition of the flags out there. There is a special going on for framing and we are looking to frame some of the stuff from the NL 200 and put it in the main hallway heading back to the building department. We also got the timeline from the Heritage

Center and that will be installed on the top part of that hallway.

Town Clerk Houghtling stated that there are 3 proclamation documents, 1 photo and 2 documents of history that were part of the NL 200 presentations. She called Michael's for a quote on framing. It would normally be \$1,700 to mat and frame all of these but they are having a clearance right now on their framing so it is \$425 estimate for all 6 documents. It went on sale February 3rd and it is on sale until they sell out. With Town Board approval she will go to Michael's this week and get them framed.

Supervisor Teal made a motion to approve up to \$500 for the framing of the NL 200 documents to be put on the Town credit card. Councilmember Baumli seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

Mohican Fountain – George Otis Rockwell Memorial Park:

Supervisor Teal tabled this agenda item until the March meeting.

Streetlighting:

Councilmember Smith asked if NYSEG will meet us out here to go over the new light for the parking lot as far as what wattage and other details they need. Town Clerk Houghtling stated that on the new streetlight NYSEG needs what wattage and the size of the boom arm. She stated that we would probably defer to NYSEG on that. Councilmember Smith stated that he would like the contact so he can have NYSEG come out and meet up with him and Councilmember Newton so they can listen to the different ideas.

Councilmember Newton asked if this would be a good place to start a conversation about the LED lights. Town Clerk Houghtling stated that she was advised once we ask NYSEG for a buyback amount for the existing streetlights we are on a time clock. She advised that first the Town Board should decide the direction they want to go, either buyback the streetlights and convert them to LED or leave NYSEG owning the streetlights and convert them to LED. Once the Town Board decides which route to take, she can help guide us in the right direction.

Councilmember Newton asked if we might want to consider holding off on the new installation in the parking lot and swapping out the flood lights if we might be replacing all the streetlights throughout town with LEDs in the near future. Councilmember Smith asked how quickly the LEDs can be installed if the Town applies for the grant money. Town Clerk Houghtling stated that she will find out how long the process is from the Town Board authorizing the grant application to the actual installation of the LED lights and will let the Town Board know.

Town Clerk Houghtling asked if the Town Board would like Jill Falchi to come to the March meeting to present the two options and answer any questions the Town Board may have. The

Town Board agreed that they would like Jill Falchi to come to the March meeting.

Councilmember Baumli stated that one of his concerns is that we light the end of every street in Town. Maybe we should look at where the lights are and when we need them on. Councilmember Smith stated that may be a state mandate for safety. Supervisor Teal stated that before we undo what a prior board did, let's find out what was the process that put this into place and why. Councilmember Newton stated that technically LEDs use a lot less energy and therefore cost less. Councilmember Baumli stated that before we start the LED process, he would like to look at where the lights are placed and if it makes sense to leave them where they are or move them around to have more lights on the miracle mile and less lights outside of our downtown business district.

Franchise Agreement(s):

Supervisor Teal stated that she sent the Town Board what she has been working on so far. She asked if the Town Board has any questions or concerns on the proposed one she wants to send to consolidated. The Town Board had no questions or concerns with Supervisor Teal moving forward with the proposed agreement.

COMMITTEE/LIAISON REPORTS:

Assessor (Councilmember Rasmussen):

Councilmember Rasmussen stated that everyone should have received their preliminary assessment notices. There are dates available to set up a meeting with the Assessor for an informal review to possibly avoid a formal grievance. Councilmember Rasmussen asked Town Clerk Houghtling to insert the following document in the minutes:

12 February 2019

Message from the assessor

The 2019 reassessment is coming to an end. Values have been updated. This week, property owners will be receiving PRELIMINARY ASSESSMENT NOTICES.

- **If you feel your assessment is unfair**, you may present information to support your determination of value during the Informal Review meetings. This *could* eliminate the need to file a formal Grievance.
- If you are making an appointment for informal review you must be prepared to support your determination of Value.
- Please be advised appointments are only 15 minutes per parcel, come prepared.

INFORMAL REVIEW is only available during the following dates and times

Monday, February 25th	9am – 3pm
Wednesday, February 27th	1pm – 3pm
Friday, March 1st	9am – 12pm
Monday, March 4th	9am – 12pm

**FOR AN APPOINTMENT YOU MUST CALL 518-828-7334 (Do not call the Town Hall)
WALK INS WILL NOT BE ACCEPTED**

If you cannot make an appointment you may submit a written statement with supporting materials to the assessor by mail or email any time before March 15th.

Formal Grievances can still be filed during the month of May. Grievance Day will be held on May 29th.

Building Department (Councilmember Baumli):

No report.

CAC & Environmental Management (Councilmember Rasmussen & Bruce Shenker):

David Farren stated that Columbia County has now published a Natural Resources Inventory which they have posted online. He asked if the Town has received any copies. Supervisor Teal stated that she has not.

Fire, Law Enforcement & Emergency (Councilmembers Smith & Baumli):

Councilmember Smith stated that he and Councilmember Baumli have been meeting with the fire company which is going well. They had discussed putting all of the insurances into one line item instead of itemizing and all of the electric bills into one line item. He wanted to see how the Town Board felt about that. Supervisor Teal asked if that might get confusing if they are still looking into the costs of the different buildings and the different vehicles. Councilmember Baumli stated that the LVPA will still have that information available upon the Town's request but they wouldn't have to itemize it in every monthly report filed with the Town. It was decided that the LVPA could lump together expenses such as heating, electric, insurance on the monthly report but still must itemize these lines out again, broken down by building, vehicle, etc, at the year end report and anytime the Town Board requests it.

Councilmember Baumli stated that we have not received a monthly report yet for 2019 as they are working with a new bookkeeper. By the March meeting we should have the year end for 2018 and the monthly reports so far for 2019.

Highway (Superintendent Winestock & Councilmembers Smith & Newton):

No report.

Historian & LVHS: (Councilmembers Baumli & Rasmussen):

No report.

Justice Court/Constable (Councilmember Newton):

No report.

Parks & Recreation (Councilmembers Smith & Newton):

No report.

Seniors (Councilmember Baumli & Judy Zimmer):

No report.

Town Assets, Buildings & Property (Councilmembers Smith & Newton):

No report.

ANNOUNCEMENTS:

MARCH:

Tuesday, March 12th ~ Special Town Board Meeting – Presentation by Bruce Shenker on CC Environmental Management Council Resolution on Carbon Fee and Dividend, a policy to address climate change @ Town Hall @ 6:30 pm
Tuesday, March 12th ~ Regular Town Board Meeting @ Town Hall @ 7:00 pm

BUDGET AMENDMENT:

Budget Amendment #2 of 2019:

General Fund:

\$26,500 from A-873 (Shatford Park Capital Reserve)

\$26,500 to A-7140.4 (Playgrounds & Recreation Centers: Contr. Exp.)

A motion was made by Supervisor Teal and seconded by Councilmember Newton to approve the above noted budget amendment.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Newton -	Aye

AUDIT OF BILLS:

Amend Highway Abstract No. 1 to include Voucher #6 in the amount of \$250.00 and to amend total for Abstract to \$13,011.68.

A motion was made by Supervisor Teal and seconded by Councilmember Baumli to amend the above noted abstract.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

General Nos. 20 through 21, in the amount of \$450.02
As listed on Abstract No. 1A dated February 12, 2019; and

General Nos. 22 through 55, in the amount of \$50,633.59;
Highway Nos. 7 through 20, in the amount of \$40,406.63;
SF No. 1, in the amount of \$62,375.00; and

**Escrow Nos. E-1 through E-4, in the amount of \$9,150.00;
As listed on Abstract No. 2 dated February 12, 2019.**

A motion was made by Supervisor Teal and seconded by Councilmember Baumli to pay the above noted claims from their respective accounts.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

OTHER:

Supervisor Teal stated that a board member had asked her to work with Deb Gordon to get an update monthly on the status of her program, PPENY (Phoenix Project of Eastern NY) for the building down on Route 20 so she will work on that.

Supervisor Teal stated that we are now using Columbia County IT and they will be taking over. Technology 4 All has closed up shop. They will be giving us a proposal. Overall it will be costing us significantly less. There may be some areas they are asking us to spend some money that we didn't before, tighten up security a little bit, take care of some ease of use things but overall you will see the bottom line is much lower. She is hoping to have all of that by next month.

Councilmember Newton stated there are two positions that have not been appointed yet, NL rep to CC traffic safety council and NL rep to CC emergency management. Supervisor Teal stated that she has not interest in traffic safety and that Councilmember Smith is interested in emergency management. She stated that the emergency management would be simply liason between LVPA and Town Supervisor. There are certain things that during an emergency even emergency management coordinator cannot do. It is Town Supervisor, Deputy Town Supervisor and then, if neither of those are available, it goes to Highway Superintendent and that is by NYS law. So this would be primarily setting up the Town Hall if there is an emergency and we need that kind of space.

Councilmember Baumli made a motion to appoint Councilmember Smith as the NL representative to Columbia County emergency management. Councilmember Newton seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Smith -	Abstain
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

Supervisor Teal stated that her biggest concern at the County level is the traffic advisory

council which is different than the rep to CC traffic safety. The traffic advisory council is the one that actually looks at all the projects for the County and sets the priorities for all of those with federal and state funding. She is not overly concerned that we have nobody interested in CC traffic safety because it just keeps an eye on the things sent up to County such as speed limit change requests. Councilmember Baumli stated that he would be interested in learning more from Supervisor Teal as he may be interested.

ADJOURNMENT:

A motion was made by Supervisor Teal and seconded by Councilmember Rasmussen to adjourn the meeting at 7:50 pm.

Respectfully submitted,

Tistrya Houghtling
New Lebanon Town Clerk