

**MINUTES OF THE REGULAR MONTHLY MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON APRIL 14, 2020**

Present: Tistrya Houghtling, Supervisor
Jesse Newton, Councilmember
Norman Rasmussen, Councilmember
Deborah Gordon, Councilmember
John Trainor, Councilmember

Recording Secretary: Marsha “Marcie” Robertson, Town Clerk

Others Present: David Farren, CAC Member & ZRC Member
Bruce Shenker, NL Rep to CC Environmental Management
Hazel “Cissy” Hernandez, CEO/ZEO
Jeff Hattat, Deputy CEO
Ashley Saviano, Deputy Town Clerk
Steve Powers, CAC
Tammie Darcy, Tax Collector
Michael Blatt, Chair of the Planning Board
Monte Wasch, Business & Economic Development Committee
Jill Falchi, Capital District Regional Planning Commission
Michelle VanHorn, Reporter, *The Eastwick Press*
Several members of the public

CALL TO ORDER:

The meeting was called to order at 7:05 p.m. by Supervisor Houghtling. Supervisor Houghtling noticed all that the meeting was being recorded. A moment of silence was held followed by the flag salute. Supervisor Houghtling asked all in attendance of the meeting to mute their phone except for the Town Board and the Town Clerk. The meeting was held online and via phone at:

Meeting ID

meet.google.com/hoo-eyau-bcm



Phone Numbers

[\(US\)+1 317-732-7361](tel:+13177327361)

PIN: 650 114 459#

Supervisor Houghtling stated that privilege of the floor will be allowed by email, if anyone has something that they would like to comment on or questions on, to email it to supervisor@townofnewlebanon.com.

Supervisor Houghtling stated that she did not receive any emails for the first privilege of the floor for the beginning of the meeting. If anyone has anything for the last privilege of

the floor at the end of the meeting to email it to her. Supervisor Houghtling stated that if anyone is unable to email for any reason, feel free to text it to her at 518-505-1535. Supervisor Houghtling stated that when we get to the end of the meeting she will read over anything that is received by email or text.

MINUTES:

The minutes of the **March 10, 2020 Regular Meeting** and the **March 16, 2020 Special Meeting** were reviewed. A motion was made by Councilmember Newton, seconded by Councilmember Trainor and approved unanimously to approve the minutes as typed.

FINANCIAL:

Supervisor's Report:

Supervisor Houghtling stated that since this was an online meeting the Supervisor's Report as of March 31, 2020 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. A motion was made by Councilmember Newton to accept the Supervisor's report as typed. The motion was seconded by Councilmember Gordon.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

PRIVILEGE OF THE FLOOR:

Supervisor Houghtling stated that she has not received any emails in advance of the Town Board meeting starting. If anyone does have anything for Privilege of the Floor to email it to her at supervisor@townofnewlebanon.com or text it to her at 518-505-1535 and she will read it at the second privilege of the floor at the end of the meeting.

BUDGET AMENDMENT:

Budget Amendment #4 of 2020:

General Fund:

\$ 2,650	from A-3120.1 (Constable/Police – Salary)
\$142,900	from H-5720 (Bond Proceeds)
\$ 20,000	from H-5031 (Transfer from Highway Fund)
\$ 2,650	to A-3120.4 (Constable/Police – Contractual)
\$159,900	to H-5130.21 (Hwy Equipment – Grader (cost))
\$ 3,000	to H-5130.22 (Hwy Equipment – Bond Counsel)

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

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

AUDIT OF BILLS:

2020:

Amend Abstract No. 3 dated March 10, 2020;

Edit Voucher #84 from \$130.00 to \$0.00;

Edit total amount of Abstract No. 3 from \$57,709.80 to \$57,579.80.

(Orkin was paid for the year in full but they still sent us a bill, it was caught before mailing the check out and the check was voided.)

A motion was made by Supervisor Houghtling and seconded by Councilmember Newton to amend Abstract No. 3 as listed.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

General No. 107, in the amount of \$1,344.00; and

Capital No. 1, in the amount of \$159,900.00;

As listed on Abstract No. 3A dated April 14, 2020.

General Nos. 108 through 141, in the amount of \$18,559.29;

Highway Nos. 29 through 43, in the amount of \$22,643.50; and

Escrow No. 3, in the amount of \$550.00;

As listed on Abstract No. 4 dated April 14, 2020.

A motion was made by Supervisor Houghtling and seconded by Councilmember Trainor to pay the above noted claims from their respective account.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

OLD BUSINESS:

Proposed Local Law #1 of 2020 – public hearing postponed – date TBD:

Supervisor Houghtling stated that the point of a public hearing is to get public feedback. It is a bit strange over the electronic method. The Town Attorney recommended, both the Town Supervisor and the ZRC agree to postpone the public hearing until we can meet in person again. The date will be determined once the ban has been lifted.

Increase CAC to 7 members and appoint 7th member:

Supervisor Houghtling stated that this was supposed to be done at the March meeting and due to her being sick with the flu and the Resolution not being prepared, it was postponed until this month.

Supervisor Houghtling stated that when the CAC was created, it was created with a local law. The local law stated that the CAC had to have a minimum of five members but the Town Board could set the membership numbers by Resolution.

Supervisor Houghtling stated that the CAC has recommended and requested that they go from six members to seven members.

TOWN OF NEW LEBANON

RESOLUTION #13, 2020

INCREASING THE NUMBER OF CAC MEMBERS TO 7

APRIL 14, 2020

At the regular monthly meeting of the New Lebanon Town Board, held via video and teleconference, duly called and held on the 14th day of April 2020, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Trainor

INCREASING THE NUMBER OF CAC MEMBERS TO 7

WHEREAS, the Town of New Lebanon established a Conservation Advisory Council in 2010 with Local Law #1 of 2010; and

WHEREAS, the Local Law stated that the Conservation Advisory Council shall consist of not less than 5 members; and

WHEREAS, the Local Law stated that the Town Board shall set the membership number of the Conservation Advisory Council by Resolution; and

WHEREAS, the Conservation Advisory Council has recruited a potential new member who brings a wealth of knowledge and experience to the Conservation Advisory Council; and

WHEREAS, the Conservation Advisory Council has requested that the Town Board set the membership number to 7, an increase of 1 member from the current membership number of 6 ,

IT IS HEREBY RESOLVED that the Town Board of the Town of New Lebanon increases the membership number of the Conservation Advisory Council to 7 and appoints Jenna Barbary as the 7th member with a 2 year term to expire 12/31/2021.

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

Roll Call Vote:

Councilmember Norman Rasmussen	Aye
Councilmember Deborah Gordon	Aye
Supervisor Tistrya Houghtling	Aye
Councilmember Jesse Newton	Aye
Councilmember John Trainor	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.

Climate Smart Communities – creation of task force:

Supervisor Houghtling stated that this was on last month’s agenda but due to her illness she didn’t have time to prepare the resolution. We received eight letters of interest from members of the public and interest to serve on the committee from Bruce Shenker our NL Rep to Environmental Management Council at the County and three members of the CAC, Steve Powers, Bob Gilson and Jenna Barbary. Bruce Shenker has agreed to be the coordinator and Steve Powers has agreed to be the Chair. So the Resolution is prepared setting up the Task Force, appointing all eight members of the public, the three CAC representatives, Steve Powers as the Chair and Bruce Shenker as the CSC coordinator and NL Rep to Environmental Management.

TOWN OF NEW LEBANON

RESOLUTION #14, 2020

CREATION OF THE CLIMATE SMART COMMUNITIES TASK FORCE

APRIL 14, 2020

At the regular monthly meeting of the New Lebanon Town Board, held via video and teleconference, duly called and held on the 14th day of April 2020, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling
Seconded by Councilmember Gordon

CREATION OF THE CLIMATE SMART COMMUNITIES TASK FORCE

WHEREAS, the Town of New Lebanon took the Climate Smart Communities Pledge in February of 2020; and

WHEREAS, the next step in the Climate Smart Communities Program is to establish a Climate Smart Communities Task Force; and

WHEREAS, the Climate Smart Communities Task Force should include members of the Town's Conservation Advisory Council, the NL Representative to the Columbia County Environmental Management Council, and members of the public; and

WHEREAS, the Town sent notice to the public looking for member of the public interested in serving on the Climate Smart Task Force and received 8 letters of interest from members of the public; and

WHEREAS, the NL Representative to the Columbia County Environmental Management Council and 3 members of the Town's Conservation Advisory Council have agreed to serve on the Climate Smart Task Force with the NL Representative to the Columbia County Environmental Management Council serving as the Climate Smart Communities Coordinator and a member of the Town's Conservation Advisory Council serving as the Chair; and

WHEREAS, the Climate Smart Communities Coordinator position shall serve as the single point person to serve as liaison among the governing body and chief executive and shall have a commitment to local climate action, good communication and organizational skills, demonstrated ability to motivate volunteers and the ability to manage relationships among elected officials, municipal staff and volunteers; and

WHEREAS, the Climate Smart Communities Chair position shall as liaison among task force members and chair all climate smart task force meetings and shall have a commitment to local climate action, good communication and organizational skills, demonstrated ability to motivate volunteers and the ability to manage relationships among volunteers.

IT IS HEREBY RESOLVED that the Town Board of the Town of New Lebanon hereby establishes the Climate Smart Task Force with the following members and positions:

- Bruce Shenker – CSC Coordinator and NL Rep to CC Enviro Mgt Council
- Steve Powers – CSC Chair and CAC Rep
- Robert Gilson – CAC Rep
- Jenna Barbary – CAC Rep
- Marc Frey – Member of the Public
- Marsha Kessler – Member of the Public
- Elizabeth Poreba – Member of the Public
- Cathy Wilkerson – Member of the Public
- Adelia Moore – Member of the Public
- Sarah Steadman – Member of the Public
- Carole Roseman – Member of the Public
- Steven Dono – Member of the Public

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

Roll Call Vote:

- | | |
|--------------------------------|-----|
| Councilmember Norman Rasmussen | Aye |
| Councilmember Deborah Gordon | Aye |
| Supervisor Tistrya Houghtling | Aye |

Councilmember Jesse Newton	Aye
Councilmember John Trainor	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.

Appointment of CC Office for the Aging Representative:

Supervisor Houghtling stated we received two letters of interest from Mary Young and Sarah Conly. Supervisor Houghtling stated she would like to appoint both of them, this is a very important position, we have a lot of seniors in our community and there is a lot of to be done. All Town Board members agreed with this.

A motion was made by Supervisor Houghtling to appoint Mary Young and Sarah Conly as Representatives to the Columbia County Office of the Aging, this is an at will appointment, there is no expiration date or term length, until the Town Board decides differently, continuing with David Russell as a third Representative to the Columbia County Office of the Aging. The motion was seconded by Councilmember Newton.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

Appointment of Dog Control Officer & Set Salary:

Supervisor Houghtling stated she would like to discuss salary first and then make the appointment.

Supervisor Houghtling stated that there were three applicants and the interviews were held at the previous Special Meeting.

Supervisor Houghtling stated her recommendation is to make this an hourly position at \$20.00 per hour and have the Dog Control position submit time cards.

Councilmember Gordon agreed.

Councilmember Newton asked to get an idea of how many hours the prior Animal Control Officer, Wes Powell worked per week. Supervisor Houghtling stated that the Town Clerk forwarded approximately three months' worth of Dog Control only calls. Supervisor Houghtling stated that she saw about five to ten hours a month of Dog Control hours. Councilmember Newton Stated he is fine with going to the \$20.00 hourly rate with time cards.

Councilmember Trainor stated he was fine with going to \$20.00 hourly rate and going to a time card.

Councilmember Rasmussen stated he is also fine with it.

A motion was made by Supervisor Houghtling that the position of Dog Control Officer becomes an hourly position at \$20.00 per hour with the Dog Control Officer submitting a bi-weekly time card. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

A motion was made by Councilmember Rasmussen that Maggie Banker be appointed as Dog Control Officer to fulfill an appointment that ends on December 31, 2020 at \$20.00 per hour. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

NEW BUSINESS:

Estimated substantial decrease to revenues in budget – discussion on how to decrease expenditures:

Supervisor Houghtling stated that she sent the Town Board a spreadsheet of what the town's possible revenue losses might look like, by what the County was looking at in estimating as well as Art Bassin, Town of Ancram Supervisor.

We expect sales tax, mortgage tax fees (building permits, planning board, ZBA, etc), fines, interest and chips are all going to drop, but by how much is anyone's guess...I am assuming no chips money from the state, and a 40% drop in everything else. New Lebanon has about \$650,000 of non-property tax revenues at risk in 2020, which works out to a revenue risk of about \$260,000 for us if you figure in a 40% loss. Most estimates now are 20-25% but many towns and supervisors at the county level think it is more realistic to look at a 40% loss in these revenues. It mostly depends on how long town departments are shut down and how long people stay home and continue to not spend money locally at

NL businesses.

On the cost side we are going to pay more to the retirement system by maybe 30% because of the recent drop in the stock market...but we all should have lower sand and salt costs because of a light snow season in 2019-2020, and fuel costs should be down by 30-40% if the drop in global oil prices continues...

In addition to the sales tax, we are likely to see significant drops in court fines because the court system is closed, and in building department fees because most new construction has been shut down. Interest income will be down sharply because of low interest rates. State aid for roads at this point may be secure, but that could change if the State runs out of money because income tax payments are not due until July and are not paid on time in July, and because of increased demands on the State for the cost of supporting the health care system.

The 2020 budgeted amounts of revenues at risk are as follows, and total \$645,616.00:

sales tax - \$385,000

highway money - \$108,366

fines - \$60,000

building, planning, zoning, clerk fees - \$54,750

interest income - \$2,500

mortgage tax - \$35,000

It's too early to tell what will happen with the kids camp later this summer. We have about \$68,600 budgeted to support the camp, supported by about \$18,000 in registrations fees for a net cost of \$50,600.

My suggestion for now is to ask all department heads to freeze spending to anything that is not essential for the operation of their department in these times. I believe we should ask each department head to go through their line by line budget and ask them to try to cut 30-40% in their .2 and .4 accounts. Next month's meeting we can go line by line in the budget, with department heads estimation of where they can cut costs and by how much, and see what is realistic for a decrease in spending. The county has created a "budget cut" committee to work with department heads on this. We could do this or we can just do it as a full board after receiving the department heads input.

Supervisor Houghtling recommends that we have a more in-depth conversation about this after she reaches out to department heads. Have all department heads go through budgets to see where expenses can be cut and then review for the May meeting.

Councilmember Trainor agrees with Supervisor Houghtling to have the Department heads go through the budgets to see where the budget can be reduced.

Councilmember Gordon stated that she agreed with Councilmember Trainor.

Councilmember Rasmussen agrees as well but would like to have the budget information a week before the May meeting to have time to look it over and be prepared.

Councilmember Newton stated that he went through a lot of the park numbers and he can pare off \$27,250.00 easily. It comes to \$31,250.00 if you pull out Music In The Park and another \$5,000 if Cissy Hernandez decides that we want to call off Town Clean Up Day, that's a considerable amount of savings. Councilmember Newton stated that he had a prior conversation with Highway Superintendent Winestock who wanted to attend this meeting but was having technical difficulties. Highway Superintendent Winestock voiced his concerns with Councilmember Newton that he already gets enough complaints with Highway, even though Councilmember Newton thinks they are very well taken care of.

Councilmember Newton stated that he knows we have to look at everything from the front of the Budget to the end. Councilmember Newton stresses that we don't cut the Highway budget too much. Councilmember Newton stated that there are only two things we deal with that are health and safety, that is highway and code enforcement. Councilmember Newton stated that those are the two that he would be most concerned with cutting down too much.

Supervisor Houghtling stated that she agreed.

There was discussion had about CHIPS funding. It was approved in the budget but no one knows if we will actually get it or not with everything happening right now due to the effects of COVID19.

Supervisor Houghtling stated that she will request the departments to submit budget information prior to the May meeting.

CEO/ZEO, Cissy Hernandez stated that as far as postponing Town Clean Up day, is making that decision at the May meeting enough time to notice the public or should we start advertising now that it is being postponed.

Supervisor Houghtling stated that she is addressing this at the end of the meeting.

The Town Board agreed that Supervisor Houghtling will send an email to all department heads to submit possible budget expense decreases for their department by two weeks from the meeting.

Request to extend contract for pavilion bathrooms due to COVID-19:

Supervisor Houghtling stated that we have a request to extend the contract for the pavilion bathrooms due to the Coronavirus.

Councilmember Newton stated that Bill Banker, Banker Enterprises has quite a bit of work left to do on the bathrooms. He was waiting for better weather but unfortunately he had to shut down due to not being considered essential service. He has requested a six week extension to start after the lift of the ban of non-essential service on construction.

Councilmember Newton stated that he is hesitant because we have already given him an extension but Councilmember Newton thinks we should grant the extension and ask that the timeframe be sped up if possible. Councilmember Newton will reach out to Bill Banker of Banker Enterprises.

**TOWN OF NEW LEBANON
RESOLUTION #15, 2020
PAVILION BATHROOM CONTRACT AMENDMENT
APRIL 14, 2020**

At the regular monthly meeting of the New Lebanon Town Board, held via video and teleconference, duly called and held on the 14th day of April 2020, the following Resolution was proposed and seconded:

Resolution by Councilmember Newton

Seconded by Supervisor Houghtling

PAVILION BATHROOM CONTRACT AMENDMENTS

WHEREAS, the Town of New Lebanon entered into a contract with Banker Enterprise to build new restrooms at the Weisbuch Pavilion, contract #2019-001; and

WHEREAS, the original date for work to be done was October 31, 2019; and

WHEREAS, on December 31, 2019 the Town Board passed Resolution #33 of 2019, extending the date for work to be done to April 15, 2020 due to unforeseen weather conditions; and

WHEREAS, due to COVID-19 an Executive Order was issued by Governor Cuomo banning all non-essential construction projects; and

WHEREAS, the contractor is requesting an extension for 6 weeks after the non-essential construction ban is lifted,

IT IS HEREBY RESOLVED that the Town Board of the Town of New Lebanon hereby extends the deadline for the project to be completed within 6 weeks of the lift of the non-essential construction ban in NYS.

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

Roll Call Vote:

Councilmember Norman Rasmussen	Aye
Councilmember Deborah Gordon	Aye

Supervisor Tistrya Houghtling	Aye
Councilmember Jesse Newton	Aye
Councilmember John Trainor	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.

NL Rep to Emergency Management:

Supervisor Houghtling stated that she wanted to make sure she understood the position correctly. Supervisor Houghtling reached out to the head of the County Emergency Management and some other Town Supervisors and the only role of this position is in an emergency situation the person in the role is supposed to support the Town Supervisor because the Town Supervisor becomes the Emergency Management Coordinator for the Town and the Representative to the County Emergency Management's only role is to support the supervisor. Supervisor Houghtling stated that this hasn't been happening with the person who currently holds the position and because this emergency will likely last a long time she feels it is critical that we get someone in the position right away that can be in a support role to the Supervisor as the Emergency Management person for the town.

Supervisor Houghtling stated that she has spoken to Ed Godfroy, President of LVPA and he has agreed to take on the position of NL Rep to Emergency Management. Supervisor Houghtling asked the Town Board to replace Kevin Smith with Ed Godfroy for the remainder of the term which ends on December 31, 2020. No questions or discussion from the Town Board.

Supervisor Houghtling made a motion to appoint Ed Godfroy to the position of New Lebanon Representative to Emergency Management replacing Kevin Smith Sr. for the remainder of the term ending on December 31, 2020. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Nay
Councilmember Trainor -	Aye

Highway Backhoe Request:

Councilmember Newton stated that this was in the budget from last year and Highway Superintendent Winestock reached out to Case and they offered to take ours in trade and the Town would pay \$49,000 which would be in the budget line for a new Case backhoe to replace the one that we have with all of the options that Highway Superintendent Winestock wants.

Councilmember Newton stated that Highway Superintendent Winestock complained to Case because we had issues with the last one. The new one will have an extended four year warranty at 3,000 hours. Councilmember Newton talked with Highway Superintendent Winestock about this and Highway Superintendent Winestock believes that since this was already passed in the 2020 Budget he does not have to talk to the Town Board about approval for this purchase.

Councilmember Newton stated that if the board does not vote on this tonight he would like to table this at least until the next meeting so they can go through the highway budget and the other department budgets to see where we are.

Councilmember Newton stated that Highway Superintendent Winestock believes this is a necessary item to have for the highway department.

Supervisor Houghtling stated to clarify according to the town's procurement policy even though the monies are in the budget, Highway Superintendent Winestock does still need Town Board approval to purchase a piece of equipment that is almost \$50,000 in cost. Supervisor Houghtling stated that will also require more than one quote.

Councilmember Trainor agreed with Councilmember Newton to table this until the May monthly meeting.

COMMITTEE/LIAISON REPORTS:

Building Department:

Supervisor Houghtling stated that she did not list all of the Committee reports, she just asked for those to report with urgent or COVID19 related updates. Supervisor Houghtling stated that she has a couple.

Supervisor Houghtling made a motion to postpone and possibly cancel, with that decision to be determined at a later date, Town Clean Up Day so that it will not occur in May of 2020 and the date will be determined at a later date to reoccur sometime in 2020 or possibly be postponed until 2021. The motion was seconded by Councilmember Newton.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

Business & Economic Development:

Supervisor Houghtling stated the initial meeting went great, a lot of wonderful ideas and projects and then Coronavirus hit. At the last meeting that was held via the phone all were in agreement that their focus needed to be on local businesses and how to support them

currently in this crisis. A spreadsheet of all local businesses was put together and the committee has been reaching out to local businesses to make sure they know about local programs available through the County and the State and asking if they need any assistance in applying, the deadline is the day after the meeting.

Supervisor Houghtling stated if there is a local business that has not been contacted please contact the Town Supervisor or the Town Clerk and give us your information because the committee wants their spreadsheet to be all inclusive.

Highway:

Supervisor Houghtling stated if anyone has seen the speed limit sign on West Street, she borrowed that from Chatham. Supervisor Houghtling stated that she has had a few complaints about speeding, she reached out to the State Police and they suggested one of the speed limit signs. Supervisor Houghtling stated that she got permission from the property owner to put the sign out, it is currently not in the best spot, she will be moving it to a better location. She has had requests for it to be moved onto Cemetery Road, Mill Road, Shaker Road and Winslow Road so depending on the length of time Chatham will let us borrow it maybe we can move it around for a couple of weeks at each location. Supervisor Houghtling stated that in the future the town might want to look into the cost of purchasing one.

ANNOUNCEMENTS:

Neighbors Helping Neighbors Program:

Supervisor Houghtling stated that we have a ton of volunteers and people helping. Supervisor Houghtling wanted to make it clear that this program is for EVERY person that lives in this town. Volunteers were not chosen, volunteers came to her and did just that, volunteered their time and services. To date over sixty requests have been fulfilled for residents needing groceries, prescriptions and help with unemployment, other programs and services. The Lebanon Valley Health Assembly offered to start a Go Fund Me page because there were some residents who could not afford to buy their own groceries. There is now over \$3,500 donated to purchase groceries. So far to date five families have received help with groceries.

Newsletter:

Supervisor Houghtling stated that the next Newsletter should be going out May 1st. She feels like right now a mailed out newsletter is important but the information changes so quickly that the information could be irrelevant by the time newsletters are delivered.

Councilmember Rasmussen stated that the newsletter is a very good thing but he thinks for now skipping the newsletter is a good idea to allow us to focus on the more relevant issues.

Councilmember Trainor stated that he agreed with Councilmember Rasmussen.

Councilmember Gordon stated that she thinks it is more important to keep the town website as current as possible.

Councilmember Newton stated that he agrees that it is not essential that we get the newsletter out this month that there is plenty of information out there.

Supervisor Houghtling stated that we will postpone the May newsletter for a date to be determined.

MAY:

Tuesday, May 12th ~ Regular Town Board Meeting @ Town Hall @ 7:00 pm

PRIVILEGE OF THE FLOOR:

Supervisor Houghtling and Town Clerk Robertson both checked their email and phone text messages and there were no requests for privilege of the floor.

CEO/ZEO Hernandez stated that it is on her to do list to contact County Waste but she was waiting for Town Board approval .

ADJOURNMENT:

A motion was made by Supervisor Houghtling and seconded by Councilmember Newton to adjourn the meeting at 8:04 pm.

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk