

**MINUTES OF THE SPECIAL MEETING OF  
THE TOWN BOARD OF THE TOWN OF NEW LEBANON  
HELD ON MAY 3, 2024 REGARDING THE POSITIONS OF COURT CLERK AND  
DEPUTY COURT CLERK**

**Present:** Tistrya Houghtling, Supervisor  
Elizabeth Kroboth, Councilmember  
Steve Powers, Councilmember  
Craig Skerkis, Councilmember  
Susan Tipograph, Councilmember

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

**Others Present:** Joanne Amlaw, Recreation Commission  
Sharon Powers, IT Website Support, Shaker Preservation  
Com., QOL Com., and Outreach & Marketing Com.  
Member  
Peg Munves, CAC Co-Chair & Member  
Member of the Public

**CALL TO ORDER:**

The special meeting was called to order at 5:01pm by Supervisor Houghtling. The meeting was held in person at the New Lebanon Town Hall, 14755 State Route 22 North, New Lebanon, NY 12125 with members of the public also being able to view the meeting at the following link: [https://townhallstreams.com/towns/new\\_lebanon\\_ny](https://townhallstreams.com/towns/new_lebanon_ny)

**EXECUTIVE SESSION:**

A motion was made by Supervisor Houghtling to enter an Executive Session at 5:01pm to discuss medical, financial, credit or employment history of a particular person/corp., or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion, or suspension, and to discuss proposed, pending or current litigation. The motion was seconded by Councilmember Tipograph.

**Roll Call Vote:**

Councilmember Powers -	Aye
Councilmember Kroboth -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Skerkis -	Aye

Supervisor Houghtling announced, for anyone watching the live stream, the board will be back out and the hope is that they will act when they come out.

A motion was made by Supervisor Houghtling to exit the Executive Session at 5:22pm. The motion was seconded by Councilmember Powers.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Kroboth -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Skerkis -	Aye

A motion was made by Councilmember Kroboth to appoint Marcia Mayer as the Court Clerk from now through December 31<sup>st</sup>, 2024 at a rate of \$17.30 per hour, for up to twenty hours per week, with the appointment to become effective upon the Town Supervisor receiving written consent from both Judges. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Kroboth -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Skerkis -	Aye

A motion was made by Councilmember Tipograph to appoint Darla Dobert as Deputy Court Clerk from now through December 31<sup>st</sup>, 2024 at a rate of \$16.22 per hour, for up to five hours per week, with the appointment to become effective upon the Town Supervisor receiving written consent from both Judges. The motion was seconded by Supervisor Houghtling.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Kroboth -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Skerkis -	Aye

A motion was made by Councilmember Skerkis to authorize Supervisor Houghtling to enter into the proposed contract on behalf of the Town, with Elizabeth Angello to provide training to the Court staff at a rate of \$25.00 per hour for up to forty hours,

with the contract to become effective upon the Town Supervisor receiving written consent from both Judges. The motion was seconded by Supervisor Powers.

Roll Call Vote:

- Councilmember Powers - Aye
- Councilmember Kroboth - Aye
- Supervisor Houghtling - Aye
- Councilmember Tipograph - Aye
- Councilmember Skerkis - Aye

**ADJOURNMENT:**

A motion was made by Councilmember Skerkis, to adjourn the special meeting at 5:27pm. The motion was seconded by Supervisor Houghtling.

Roll Call Vote:

- Councilmember Powers - Aye
- Councilmember Kroboth - Aye
- Supervisor Houghtling - Aye
- Councilmember Tipograph - Aye
- Councilmember Skerkis - Aye

*Respectfully submitted,*

Marcie Robertson  
New Lebanon Town Clerk