

**MINUTES OF THE SPECIAL MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON JULY 25, 2024**

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

Absent: Craig Skerkis, Councilmember

Recording Secretary: Marsha (Marcie) Robertson, Town Clerk

Others Present: Member of the Public

CALL TO ORDER:

The special meeting was called to order at 12:02pm 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

SYP FIELD TRIP – INTERIM VOUCHER:

Supervisor Houghtling stated there are two Summer Camp field trip that will occur before next month's meeting and she needs approval to pay them on an interim voucher.

A motion was made by Councilmember Powers to authorize the Supervisor to pay two voucher for Summer Camp field trips on an interim basis. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

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

COURT TRAINING:

Supervisor Houghtling stated that the first agreement they had for Elizabeth was for up to 40 hours at \$25.00 per hour, which was \$1,000 and that has been completed. Supervisor Houghtling looked at the Court budget and there is \$5,000 extra in Court pay. The Board held discussion and agreed to approve up to 80 hours for further training.

A motion was made by Councilmember Kroboth to authorize the Supervisor to sign another agreement authorizing up to, not to exceed 80 hours of additional training time from Elizabeth at \$25.00 an hour. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

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

COURT CLERK POSITION:

The board held discussion and agreed to wait to go out for letters of interest for a Court Clerk replacement for when the current clerk relocates and steps down from the position. This will also give time for the Compensation Plan review to be completed to ensure that the pay rates for all of the clerk positions are fairly compensated.

ADJOURNMENT:

A motion was made by Supervisor Houghtling, to adjourn the special meeting at 12:11pm. The motion was seconded by Councilmember Powers.

Roll Call Vote:

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

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk