

**MINUTES OF THE SPECIAL MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON AUGUST 2, 2024**

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

Absent: Elizabeth Kroboth, Councilmember

Recording Secretary: Marsha (Marcie) Robertson, Town Clerk

Others Present: None

CALL TO ORDER:

The special meeting was called to order at 4:03pm 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

TENNIS COURT BATHROOM REPAIR PROJECT IN SHATFORD PARK:

Supervisor Houghtling, reported they received one bid in the amount of \$12,525.00 from Galusha General Contracting for the base bid. There is a potential add on for sheathing replacement as needed in the amount of \$175.00 per plywood sheet, and an addendum on one of the sides to make it wheelchair accessible in the amount of \$3,500.00. The board held discussion.

A motion was made by Councilmember Tipograph to accept the bid from Galusha General Contracting in the amount of \$12,525 with both addendums if needed and to authorize the Supervisor to sign any contracts or paperwork required to move forward. The motion was seconded by Councilmember Skerkis.

Roll Call Vote:

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

HIGHWAY GARAGE ELECTRICAL UPGRADE & TOWN CLERK:

Supervisor Houghtling, reported the electrical upgrade is needed in order to run the heat pumps and solar panels and will be paid for by NYSERDA funds. They received two bids, one from MK Electric for \$67,868, and one from Markou & Sons Electric LLC for \$22,750. Councilmember Powers stated, he went over all of the bids specs with both contractors. He further explained that currently the garage has a 100amp service and it needs to be increased to 200amp service. The only way to do that is to put a new line in underground between the Town Hall where the main electrical source is and the garage. Councilmember Powers reported, he talked to Highway Superintendent McCagg and he will check to see what the conduit pipe is and how big it is. Councilmember Powers stated, he took pictures and sent them to both of the contractors involved and one came back stating the pipe is not big enough, so a new pipe needs to be installed. Highway Superintendent McCagg stated, he would dig it up to avoid any additional expense for that. The new piping is included in the quotes received. The board held discussion.

A motion was made by Councilmember Tipograph to accept the bid from Markou & Sons Electric LLC in the amount of \$22,750 for the highway garage electrical upgrade and authorize the Supervisor to sign any contracts or paperwork needed to move forward. The motion was seconded by Councilmember Powers.

Roll Call Vote:

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

Supervisor Houghtling stated, originally they thought there was a possibility of upgrading the electrical in the Town Clerk's office and having it covered by the NYSERDA funding, but they found out it cannot. She stated, she feels strongly that the lighting and electrical in the Town Clerk's office has been an issue for a very long time. She stated, there is money in the building fund (A-1620.4), that can be used for this building upgrade. The board agreed.

A motion was made by Councilmember Tipograph to accept the bid from Markou & Sons Electric LLC in the amount of \$4,320 to change the lighting in the Town Clerk's office and authorize the Supervisor to sign any contracts or paperwork needed to move forward. The motion was seconded by Councilmember Powers.

Roll Call Vote:

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

HIGHWAY GARAGE HEAT PUMPS:

Supervisor Houghtling reported, they received one bid from RYCOR, they are the company who installed the heat pumps at the Town Hall and they are happy with the work they did. The board held brief discussion about possible tax incentives, but they are not being offered at this time for what the town is doing at the highway garage.

A motion was made by Councilmember Tipograph to accept the bid from RYCOR in the amount of \$37,870, plus \$400 in nonrefundable permit fees to install heat pumps in the Highway Garage and authorize the Supervisor to sign any contracts with the caveat that the work is completed by the deadline needed by NYSERDA and all work to be done by September 30th, 2024. The motion was seconded by Councilmember Powers.

Roll Call Vote:

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

HIGHWAY GARAGE SOLAR:

Supervisor Houghtling reported, they only received one quote from High Peaks Solar, they are the company that completed the solar installation at the Town Hall and they are happy with their work. The board held discussion.

Councilmember Powers gave a review on how he and the CSC have obtained the grant money to make these upgrades on town properties. A motion was made by Councilmember Powers to accept the bid from High Peaks Solar in the amount of \$118, 825, to install solar on the Highway Garage and authorize the Supervisor to sign any contracts to move forward. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

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

COURT:

Supervisor Houghtling reported, they received a resignation from Judge Byrne dated July 29th, 2024. Currently the Court has an OCA appointed Judge covering Judge Nevers' vacancy through the end of the year.

Supervisor Houghtling reported, in her conversation with OCA, the Town Board can ask them to appoint to this vacancy as well but it is likely they will not give the town a second judge or the board can appoint a lawyer who has practiced in the State of New York. The reason for that is that you can be a non-lawyer judge but there is a training that is only offered in January, and if you are not an attorney, you have to take the training before you can take the bench. As an attorney you are not required to take that training before taking the bench.

Supervisor Houghtling reached out to a few attorneys and found one possibility, Nina Keller who is willing but they are not sure that she will be allowed to because of her current employment with the NYS Liquor Authority. They are awaiting that authorization. The board held discussion.

A motion was made by Supervisor Houghtling to appoint Nina Keller to the Justice vacancy created by Judge Byrne's resignation pending the approval of her employer through the end of 2024, and if she does not get approval from her employer, then the town asks OCA to appoint to the vacancy. The motion was seconded by Councilmember Skerkis.

Roll Call Vote:

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

ADJOURNMENT:

A motion was made by Councilmember Tipograph, to adjourn the special meeting at 4:29pm. The motion was seconded by Supervisor Houghtling.

Roll Call Vote:

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

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk