

**MINUTES OF THE SPECIAL MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON SEPTEMBER 26, 2024**

Present: Tistrya Houghtling, Supervisor
Elizabeth Kroboth, Councilmember (4:11pm)
Steve Powers, Councilmember
Craig Skerkis, Councilmember
Susan Tipograph, Councilmember

Recording Secretary: Marsha (Marcie) Robertson, Town Clerk

Others Present: None

CALL TO ORDER:

The special meeting was called to order at 4:00pm 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

SPECIAL ELECTION:

Supervisor Houghtling, stated Councilmember Kroboth will be about ten minutes late.

Supervisor Houghtling reported the Bond Attorney contacted her and she has the Bond Resolution draft ready for the October 8th meeting and she will send it to everyone. There are a few questions that came up that the attorney would like voted on tonight.

One, the date of the Special Election, there are three options based on the statute; January 7th, 2025, January 14th, 2025, or January 21st, 2025. The Board of Elections said no to January 7th because they take vacation during that time, and their preference would be January 21st.

Supervisor Houghtling stated, the election has to be run by the town rules, the town can hire the Board of Elections and they will supply everything, machines, trained inspectors, ballots, etc. The town has the option of using the County Rolls, anyone registered through the BOE can vote in this Special Election and they can register up to 10 days in advance of the election through the regular voter registration process. The BOE provides the electronic poll books. The town is allowed to do a provision that is a special registration provision that allows for absentee voting, if the town does not do the special registration provision, we are not allowed to allow absentee voting. The issue with the special registration and absentee ballot

provision is that it put a lot of extra work on the Town Clerk’s office. The BOE does not mail the absentee ballots, does not collect the absentee ballots, does not create the absentee ballot, and does not count the absentee ballots. Supervisor Houghtling stated, if we do a special registration we will need a separate paper list for the inspectors at the election. If we do a special registration, there is no benefit to registering people because it has to be held within 10-15 days before the election. We would need two to four inspectors, the town pays them, and we would have to hold it for four hours at a place and time.

Supervisor Houghtling stated, the Town Clerk has to prepare the absentee ballots, print them, print special envelopes that needs special things on them, and send out the absentee ballots. The Town Clerk’s office has to collect the absentee ballots, either mailed or dropped off by a certain time on the day of the election and then the Town Clerk’s office has to drive to the poll site to bring the absentee ballots to the inspector at the poll site. The Town Clerk will have to take training and the bond attorney will have to guide the Town Clerk through the process. Supervisor Houghtling stated, she is all for absentee ballots, it creates a lot of extra work but the other concern is that it could result in people questioning the outcome of the vote. If it is all through the BOE, it is all through their machines and no possibility of potential tampering. The board held discussion.

Councilmember Kroboth arrived.

The board discussion continued. The board agreed to allow absentee ballots.

A motion was made by Councilmember Skerkis to pursue the special registration and absentee ballot provisions for the Special Election on the Walkable Downtown project. 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

Supervisor Houghtling stated, January 21st, 2025 is the date, the board needs to set the hours. It has to be at least six consecutive hours between 8:00am and 8:00pm. She thinks it should be the whole twelve hours. The board agreed.

A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously to hold the Special Election for the Walkable Downtown Project on January 21st, 2025 with polls open from 8:00am to 8:00pm.

EXECUTIVE SESSION:

A motion was made by Supervisor Houghtling to enter an Executive Session at 4:16pm to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person, and to discuss information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed. 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 Supervisor Houghtling to exit the Executive Session at 4:28pm. The motion was seconded by Councilmember Kroboth.

Roll Call Vote:

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

ADJOURNMENT:

A motion was made by Supervisor Houghtling, to adjourn the special meeting at 4:28pm. 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

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk