

**MINUTES OF THE BUDGET WORKSHOP / SPECIAL MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON OCTOBER 3, 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: None

CALL TO ORDER:

The meeting was called to order at 6:02p.m. by Supervisor Houghtling.

TOWN CLERK PRESENTED BUDGET:

Town Clerk Robertson presented each Town Board member with a copy of the 2025 Tentative Town Budget.

Supervisor Houghtling gave a brief overview. Supervisor Houghtling stated, as the budget officer, she creates the Tentative Budget but it is the board’s job to decide how they want it and decide if they need to meet with anyone regarding their budget requests. She usually creates the Tentative Budget with all of the department’s requests, which is the case this year with the exception of the highway equipment. Councilmember Kroboth stated, the Highway Superintendent was asked to present a wish list to the board for consideration. Supervisor Houghtling stated, for the purpose of this tentative budget, she kept everyone’s .1 (salary /payroll) line the same and she put \$30,000 in a temporary holding line for potential COLA’s and raises.

MISCELLANEOUS BUDGET ITEMS:

The Town Board reviewed the 2025 Tentative Budget for all accounts.

The following changes were made:

Page 5. -Community Center, A-1520.1A, A-1520.2A, and A-1520.4A, remove all of the A’s from the .1, .2 and .4 accounts, no longer ARPA funds. Supervisor Houghtling will check with the accountant to see if the A’s can be deleted or if new lines need to be added without the A’s for historical purposes.

Page 15. -Climate Smart (Contractual Expense) A-8797.4, \$3,085 decrease by -\$1,284 to change to \$1,801.

Page 16. -Climate Smart (Cont. Exp. – EV Charging) A-8797.41, \$0 increase by +\$1,284 to change to \$1,284.

Page 3 of General Fund Estimated Revenues: Councilmember Powers asked about **State Aid – Comp Plan A-3910** and why there is revenue in 2024 but nothing listed for 2025? Supervisor Houghtling looked and stated, it is the existing funds that the CSC had that they brought into the budget to pay for some of the CSC expenses. She stated, she will check with the accountant to see what if anything should be changed.

The Town Board agreed that they will meet with the Highway Superintendent on the highway budget due to the size of the highway budget. The board agreed they will go over the .1 payroll lines at the October 29th Budget Workshop. Supervisor Houghtling will check with the Highway Superintendent to see what Budget Workshop date works best for him, October 17th or October 22nd and then cancel the other one.

ADJOURNMENT:

A motion was made by Supervisor Houghtling to adjourn the budget workshop/special meeting at 7:51pm. 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