

**TOWN OF NEW LEBANON
RESOLUTION #XX, 2025
RESOLUTION IDENTIFYING INDIVIDUALS RESPONSIBLE FOR PURCHASING
APRIL 1, 2025**

At the Regular Monthly Meeting of the New Lebanon Town Board, held at the New Lebanon Town Hall, 14755 NYS Route 22, New Lebanon, New York, duly called and held on the 1st day of April 2025, the following Resolution was proposed and seconded:

Resolution by _____

Seconded by _____

Identifying Individuals Responsible For Purchasing

WHEREAS, the Town Procurement Policy has a section titled 40-8.1. Individuals responsible for purchasing and their titles; and

WHEREAS, this section states “The listing with name(s) and title(s) of the individual(s) responsible for purchasing shall be updated biennially by resolution and kept on file in the Office of the Town Clerk”;

NOW, THEREFORE, BE IT RESOLVED, the following names and titles are authorized to make purchases for the Town of New Lebanon out of the appropriate budget accounts:

- Tistrya Houghtling – Town Supervisor
- Marsha Robertson – Town Clerk
- Harli Rigg – Deputy Town Clerk & Highway Clerk
- Peter McCagg – Highway Superintendent
- Todd Hover – Foreman
- ~~Jamieson Pelletier – Senior MEO~~
- Logan Hatch - Laborer
- Monte Wasch – Town Justice
- Lorrie Wechter – Town Justice
- Koni Kraft – Court Clerk
- Darla Dobert – Deputy Court Clerk
- Tamara Darcy – Tax Collector
- Steve Powers – CSC Chair
- Elizabeth Sheffer-Winig – Town Historian
- Abbie Shoobs – Recreation Commission Chair
- Hazel “Cissy” Hernandez – Building Department Administrator
- Kimberly Smith – Town Assessor

Michelle Bienes – Assessor’s Clerk
Alissa Ross – Community Center Coordinator
Charley Sears – Park Manager
Michael Dimanche – Park/Building Staff Member
Margaret “Peg” Munves – CAC Co-Chair
William O’Neill – CAC Co-Chair
Donald Lamonaca – CAC Member
Robert Gilson – CAC Member
Jacqueline Howe – SYP Camp Co-Director
Colleen McCagg – SYP Camp Co-Director
Beth LaGrange – SYP Camp Co-Director
Maggie Simmons – Dog Control Officer

Upon the question of the foregoing Resolution, the following Town Board Members voted “Aye” or “Nay” for said Resolution:

Roll Call Vote:

Councilmember Steve Powers	_____
VACANT	
Supervisor Tistrya Houghtling	_____
Councilmember Joanne Amlaw	_____
Councilmember Craig Skerkis	_____

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Supervisor of the Town of New Lebanon.

Dated: **April 1, 2025**

Marcie Robertson
New Lebanon Town Clerk