

**MINUTES OF THE BUDGET WORKSHOP / SPECIAL MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON OCTOBER 10, 2025**

Present: Tistrya Houghtling, Supervisor
Joanne Amlaw, Councilmember
Scout Metzler, Councilmember
Steve Powers, Councilmember
Craig Skerkis, Councilmember

Recording Secretary: Marsha “Marcie” Robertson, Town Clerk

Others Present: Sharon Powers, IT Website Support, Shaker Preservation &
ZBA Member

CALL TO ORDER:

The meeting was called to order at 5:03p.m. by Supervisor Houghtling.

TENTATIVE BUDGET REVIEW:

Supervisor Houghtling explained the purpose of this budget workshop is to go through the budget line by line, and decide what department heads the board will want to meet with at the October 20th meeting.

Supervisor Houghtling stated, they will start looking at the requested versus the tentative and discuss as needed.

Councilmember Skerkis stated, for the record his concern is if they had to reduce a department heads request that they have enough funds to move forward through the year. Supervisor Houghtling responded with an absolutely. She further stated, any department head that had any kind of significant reduction from their request, she has already met with and they were all on board with the changes that were made.

Councilmember Skerkis stated, he would like to break out the A-1220.11 (bookkeeper) out of the A-1220.1 (Supervisor). His reasoning is if they need to hire a third party. He stated, it will not affect the Supervisor’s income.

Supervisor Houghtling responded, if they put money in the bookkeeper line but keep the Supervisor pay the same, then where is that money coming from?

Councilmember Skerkis explained, they would deduct from the \$42,933 (A-1220.1) whatever funds for the bookkeeper. He stated, if the Supervisor is doing the bookkeeper service she gets paid for that as well.

Supervisor Houghtling replied, you actually cannot do that. The Supervisor cannot be the bookkeeper. If they pull money out of the Supervisor line and put it into the bookkeeper line and the Supervisor decides that they want to do both jobs, the Supervisor cannot take the pay of the bookkeeper line.

Supervisor Houghtling explained, she knows this because when she was the Town Clerk running for the Supervisor, Mark Baumli was on the Town Board at the time and he said exactly what Councilmember Skerkis said. In that instance it was not because the Supervisor might want to hire someone, it was because they did not know if Tistrya or Bud Godfroy would win the election and it was very clear that Bud Godfroy only wanted to do it part-time, and she wanted to be a full-time Supervisor. The board at that time decided to break it out so that if Bud wins he can get the part-time salary and hire a bookkeeper, but if Tistrya won and wanted to do it full-time then she could just do both jobs. Supervisor Houghtling reported, she went to the training of the Association of Towns (AOT) in January and it came up in conversation and the AOT said no, you cannot be your own bookkeeper.

The board at that time, took the money that was in the bookkeeper line for that year and put it into the budget officer line and that is how the A-1340.1 (Budget) came into play. The Budget Officer can be held by the Supervisor.

Councilmember Skerkis responded, he is okay to do that then put more money into budget officer. Supervisor Houghtling responded, let her check with the AOT and Civil Service because the description of budget officer might not be able to do bookkeeper duties. The board held further discussion on this topic. Supervisor Houghtling summarized the discussion saying she thinks their goal is to take the entire current Supervisor's pay and make it to be flexible come January for the needs of whomever the Supervisor is in January. Councilmember Skerkis commented, well put.

MISCELLANEOUS BUDGET ITEMS:

The Town Board reviewed and discussed the 2026 Tentative Budget for all account budget lines and compared the department requests versus the tentative budget distributed.

The following changes were made:

Page 5. –Central Data Processing (Equipment) A-1680.2, \$3,500 - increase by + \$6,500 to change to \$10,000. (Computer upgrades to accommodate Windows 11)

The Town Board agreed that they will meet with the Highway Superintendent on the highway budget at the October 20th Budget Workshop / Special Meeting. The Supervisor will check with the SYP to see if they want to come and meet with the board.

ADJOURNMENT:

A motion was made by Supervisor Houghtling to adjourn the budget workshop/special

meeting at 6:08pm. The motion was seconded by Councilmember Powers.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Metzler -	Aye
Supervisor Houghtling -	Aye
Councilmember Amlaw -	Aye
Councilmember Skerkis -	Aye

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk

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