

**MINUTES OF THE BUDGET WORKSHOP / SPECIAL MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON OCTOBER 27, 2025**

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

Recording Secretary: Marsha “Marcie” Robertson, Town Clerk

Others Present: Sharon Powers, IT Website Support, Shaker Preservation &
ZBA Member
Mary Young, NL Rep to CC Office For the Aging & Traffic
Safety (5:26pm)
Members of the Public

CALL TO ORDER:

The meeting was called to order at 5:02p.m. by Supervisor Houghtling.

TENTATIVE BUDGET REVIEW:

Supervisor Houghtling explained through this budget process with all of the different questions that have come up, she has learned a lot of new things about the budget process. Supervisor Houghtling reported, she learned that the board can vote on the budget before Election Day and to make changes from the Tentative Budget to the Preliminary Budget it has to be done by a motion, second, and a vote not just by discussion and documentation in the minutes. Therefore before moving forward with this budget workshop she wants to go through all of the changes that the Town Board already agreed to and make them official with a motion, etc.

Supervisor Houghtling stated, at the last meeting they agreed to bring down two of the DA .4 accounts and .1 account changes. She crunched all of those numbers and they actually decreased the Highway Budget by -\$3,648.00. Supervisor Houghtling discussed this with the Highway Superintendent and they agreed on the changes to be made to the highway budget.

The following changes were made:

A motion was made by Supervisor Houghtling in the General Budget to:
Increase A-1680.2 to \$9,890, and in the Highway Budget to:
Decrease DA-5110.4 to \$185,000;
Decrease DA-5130.4 to \$98,648;
Increase DA-5110.1 to \$215,970;
Increase DA-5140.1 to \$8,876;

Increase DA-5142.1 to \$71,003; and
Increase DA-9030.8 to \$17,201, with an overall net change in the Highway Budget at \$0.00.
The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

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

PAYROLL .1 BUDGET ITEMS:

Supervisor Houghtling explained that this meeting is about all .1, payroll accounts. She stated, she has the Preliminary Budget on the screen and she has already made all of the changes that were made in the previous motion. They need to be sure that any other changes made today will not be going over the 2% tax cap. As of right now, per the summary page. They have increased a total of \$5,390 which was the A-1680.2 increase that results in a 0.62% tax increase. Supervisor Houghtling stated, in the contingency pay raise line she already held the 3% that they have been discussing.

Supervisor Houghtling stated, at the last meeting the board discussed that the majority of the board wanted to do a 2% COLA to every payroll line and the starting rates and keep a 1% for the evaluation based raises. Supervisor Houghtling explained that she usually gives the board members a summary of all of the scores based off of the reviews that only she knows who got what score and she tries to stay out of the decision of what percentage they will be giving for the evaluation raise. The remaining board members would decide at what score level would get the 1% raise.

The board held discussion regarding the evaluation results.

Councilmember Skerkis stated, for the record his opinion is that the system in itself is flawed. Councilmember Skerkis stated, they should give a 3% COLA for everyone. He stated performance raises should be based on longevity.

Supervisor Houghtling responded, understood and thanked Councilmember Skerkis for putting that on the record.

The board continued their discussion.

EXECUTIVE SESSION:

A motion was made by Supervisor Houghtling to enter an Executive Session at 5:25pm to discuss the medical, financial, credit or employment history of a particular person, corporation, or matters leading to said dismissal, removal,

promotion, appointment, employment, discipline, demotion, or suspension. The motion was seconded by Councilmember Powers.

Roll Call Vote:

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

A motion was made by Supervisor Houghtling to exit the Executive Session at 5:47pm. The motion was seconded by Councilmember Powers.

Roll Call Vote:

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

A motion was made by Councilmember Amlaw to apply the 1% evaluation based raise for all employees scoring 4.0 and above. The motion was seconded by Councilmember Powers.

Roll Call Vote:

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

A motion was made by Councilmember Amlaw to apply a 2% COLA for all non-elected positions to be applied to both the current and starting rates. The motion was seconded by Councilmember Powers.

Roll Call Vote:

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

A motion was made by Councilmember Amlaw to apply a 3% COLA for the Highway Superintendent, the Town Clerk, and the Town Supervisor. The motion was seconded by

Councilmember Powers.

Roll Call Vote:

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

The Town Board had brief discussion and all agreed to adopt the budget after the election.

A motion was made by Supervisor Houghtling, seconded by Councilmember Powers, and approved unanimously with the exception of Councilmember Skerkis who is attending online and unable to vote to re-schedule the Public Hearing on the 2026 Preliminary Budget from November 3rd at 6:00pm to November 6th, 2025 at 6:00pm and ask the Town Clerk to publish the notice in both the Register Star and the Columbia Paper.

ADJOURNMENT:

A motion was made by Supervisor Houghtling to adjourn the budget workshop/special meeting at 5:54pm. The motion was seconded by Councilmember Powers.

Roll Call Vote:

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

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk