MINUTES OF THE SPECIAL MEETING OF THE TOWN BOARD OF THE TOWN OF NEW LEBANON HELD ON OCTOBER 21, 2026

Present:	**Tistrya Houghtling, Supervisor** **Joanne Amlaw, Councilmember** **Chris Patterson, Councilmember (4:42pm)** **Steve Powers, Councilmember** **Susan Tipograph, Councilmember**
Recording Secretary:	**Marsha (Marcie) Robertson, Town Clerk**
Others Present:	**JoAnna Phillips, Comprehensive Plan Committee Member** **Peter McCagg, Highway Superintendent, & Playground Design Committee Member** **Member of the Public**

CALL TO ORDER:

The Special Meeting was called to order at 4:03pm 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

MISCELLANEOUS BUDGET ITEMS – HIGHWAY DEPARTMENT:

The Town Board reviewed and discussed the 2027 Tentative Budget for highway account budget lines with Highway Superintendent McCagg and agreed on the following changes.

The following changes were made:

A motion was made by Supervisor Houghtling, to make the following change to the Highway Appropriations section of the budget:

Highway Appropriations Page 1. –General Repairs (Contractual) **DA-5110.4,** $185,000 - **increase** by - $10,000 to change to $195,000.

Highway Appropriations Page 1. –Machinery (Contractual) **DA-5130.4,** $100,000 - **increase** by - $25,000 to change to $125,000.

Highway Appropriations Page 1. – ADD DA-1990.4(Contingent) with $20,000.

Highway Appropriations Page 3. –Hosp & Medical Insurance - DA-9060.8,

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$54,120 - **increase** by - $168 to change to $54,288.

The motion was seconded by Councilmember Powers.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Patterson-	Aye

There was a brief conversation with Highway Superintendent McCagg regarding CHIPs.

MISCELLANEOUS BUDGET ITEMS – RAISES / COLAS:
Supervisor Houghtling stated, she put $5,000 in a budget line in the tentative budget for potential raise/COLA, normally she puts $20,000. She stated, if they are going to do any raises they should decide on that.

Councilmember Powers asked what they can do with $5,000. Supervisor Houghtling responded, maybe a 1% COLA as a small thank you.

Supervisor Houghtling informed the board that they are not allowed to reduce or waive their salaries, not for any elected position. The board held discussion on this matter and those budget lines will have to be put back to what they currently are.

The board held discussion on potential raises or COLAs for staff. The majority of the board feels that due to the budget situation this year they should forgo raises for the 2027 budget. They will revisit this at the October 26th budget workshop.

A motion was made by Supervisor Houghtling, seconded by Councilmember Amlaw, and approved unanimously to schedule a Budget Workshop for 12:00pm on October 22nd, 2026, and ask the Town Clerk to notice the paper via email and send out an email blast that we are scheduling another budget workshop.

Councilmember Tipograph left the meeting at 5:38pm.

A motion was made by Supervisor Houghtling, to make the following changes:

General Appropriations Page 1. – **Town Board Personal Services** (payroll) **A-1010.4,** $13,120 - **increase** by - $3,360 to change to $16,480.

General Appropriations Page 1. – **Supervisor Personal Services** (payroll) **A-1220.1,** $43,000 - **increase** by - $1,221 to change to $44,221.

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The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Absent
Councilmember Patterson-	Aye

ADJOURNMENT*:*

A motion was made by Supervisor Houghtling, to adjourn the special meeting at 5:39pm. The motion was seconded by Councilmember Amlaw.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Amlaw -	Aye
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Absent
Councilmember Patterson-	Aye

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk

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