

**TRANSCRIPT OF THE SPECIAL MEETING OF  
THE TOWN BOARD OF THE TOWN OF NEW LEBANON  
HELD ON JULY 24, 2020**

**Present:** Tistrya Houghtling, Supervisor  
Jesse Newton, Councilmember  
Norman Rasmussen, Councilmember  
Deborah Gordon, Councilmember  
John Trainor, Councilmember

**Recording Secretary:** Marcie Robertson, Town Clerk

**Others Present** Peg Munves, CAC  
Michelle Bienes, SYP Director, Building Dept. Clerk,  
Assessor's Clerk & 2<sup>nd</sup> Deputy Court Clerk

**CALL TO ORDER:**

The special meeting was held via phone or online at the following links:

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**TRANSCRIPT:**

Supervisor Houghtling: I am going to call the Special Meeting to order at 4:01 pm and, um, Jesse and I have been working diligently with Auctions International regarding the four surplus pieces of equipment, um, from the highway garage. Then at the July meeting, we made a motion to go out to bid for, uh, we had motioned that the bids would be due the Friday before the August meeting but we realized that that timeline does not allow a full two weeks for the bids to up there and Auctions International recommends that we have, at least, a full two weeks, if not longer, so if everyone is not opposed, what I would like to do is just make a motion to extend those bids to be due on the Friday before the September meeting, as opposed to the August meeting. Does, is anyone opposed to that?

Councilmember Trainor: No

Councilmember Newton: So, I'll second

Supervisor Houghtling: Yup, so Marcie, I'm making a motion to

extend the bids for the four surplus highway equipment pieces that we went out to bid at the July meeting for, to now be due by Friday, September 4<sup>th</sup> at 4:00pm.

Town Clerk Robertson: So, 9/4?

Supervisor Houghtling: Jesse seconded

Town Clerk Robertson: 4:00pm, okay does this need a roll call or just all in favor? Huh

Town Clerk Robertson: All in favor?

Councilmember Newton: Aye

Councilmember Rasmussen: Aye

Supervisor Houghtling: Aye

Councilmember Gordon: Aye

Town Clerk Robertson: Any opposed? (laughing) Okay, Peg it's not funny. Okay.

Supervisor Houghtling: Alright, so that passed.

Councilmember Newton: So, I, I have one thing too, um, uh, bids from any other places or is it only Auctions International?

Supervisor Houghtling: I could ask, I believe if you go through Auctions International you can't use other companies as well, but I can check on that. I don't know the answer. In the past, when we've gone with Auctions International, we've just posted it there.

Councilmember Newton: Right. I'm just making sure that because it is online, like if there's another municipality nearby, if they're interested in it, instead of them having to navigate the Auctions International, if we could just receive their bid at the same time, 4:00pm on Friday the 4<sup>th</sup>, if that's possible.

Supervisor Houghtling: So, um, I don't think we're going to have another meeting before the August meeting. Would you like to make a motion Jesse, that upon approval from Auctions International, we also could do bids via the newspaper with the bids due at the same date and time?

Councilmember Newton: Yeah.

Supervisor Houghtling: Okay.

Councilmember Trainor: Seconded.

Town Clerk Robertson: So, did Tistrya make the motion or did Jesse?

Councilmember Trainor: Jesse

Supervisor Houghtling: And just to clarify for this special meeting, uh, we have been advised that we want Marcie to prepare a transcript, which is every single word said, so even though I said Jesse do you want to make that motion?... if you could actually state the motion, that would be great.

Councilmember Newton: Okay, I, is it with Auctions International though correct?

Supervisor Houghtling: Yes

Councilmember Newton: Okay so, ah, pending Auctions International approval, we will accept bids on equipment, um, out for surplus, at the highway department at 4 September by 4:00pm.

Supervisor Houghtling: I'll second that motion.

Councilmember Trainor: Thank you

Town Clerk Robertson: All in favor.

Councilmember Rasmussen: Aye

Councilmember Trainor: Aye

Councilmember Newton: Aye

Councilmember Gordon: Aye

Town Clerk Robertson: Any opposed?

Supervisor Houghtling: Alright.

Town Clerk Robertson: Um, just so you guys know, I'm having a hard

time hearing there's a lot of like interference it seems like.

Councilmember Trainor: Are you having trouble hearing me?

Town Clerk Robertson: I can hear you but

Supervisor Houghtling: Well, if every, if everybody could mute when you're not talking, um, John if you don't know how to do that don't worry about it but if you know how to mute and unmute, if you could mute yourself when you're not talking.

Town Clerk Robertson: Yeah, there's just some kind of a a feedback or something happening and I don't know how well it will record.... that's all.

Councilmember Trainor: hmm, hmm, I'll try.

Supervisor Houghtling: Okay. Um, generic question for the town board. The person who was going to be invited into an executive session with us is not here, does, I, I, I would prefer to just not go into an executive session and, um, I'm prepared to make a motion. Is there anyone else that feels like we should go into executive session for a discussion amongst the town board?

Councilmember Newton: My only question would be... what would Jon's recommendation be?

Supervisor Houghtling: He said we absolutely don't have to. If we want to, if there's something we feel that we need to discuss, we can but we absolutely don't have to.

Councilmember Newton: Okay, I'm fine with that.

Councilmember Trainor: Okay

Councilmember Rasmussen: Yup

Supervisor Houghtling: So, I am going to make a motion. I make a motion to remove Carole Roseman, as a member of the Business and Economic Development Committee, effective immediately.

Councilmember Trainor: Second

Supervisor Houghtling: You'll want a roll call, Marcie.

Town Clerk Robertson: Yup

Town Clerk Robertson: Councilmember Rasmussen

Councilmember Rasmussen: Yes, Yes

Town Clerk Robertson: Councilmember Gordon

Councilmember Gordon: Yes

Town Clerk Robertson: Supervisor Houghtling

Supervisor Houghtling: Yes

Town Clerk Robertson: Councilmember Trainor

Councilmember Trainor: Who, me?

Town Clerk Robertson: Trainor

Councilmember Trainor: Yes

Town Clerk Robertson: Councilmember Newton

Councilmember Newton: Yes

Councilmember Trainor: Oh, backwards

Town Clerk Robertson: I know, I'm sorry, laughed

Supervisor Houghtling: Alright I am, I am going, I am going to move the following resolution, which I am going to read into the record verbatim. I move this resolution:

***REMOVAL OF A MEMBER OF THE CLIMATE SMART COMMUNITIES TASK FORCE***

WHEREAS, the Town of New Lebanon took the Climate Smart Communities Pledge in February of 2020 and a Climate Smart Task Force was created in April of 2020 with 12 members;

IT IS HEREBY RESOLVED that Carole Roseman is hereby removed from her position as a member of the Climate Smart Task Force; and

BE IT FUTHER RESOLVED that the Climate Smart Task Force shall be reduced to 11 members.

Councilmember Newton: Second

Town Clerk Robertson: Councilmember Rasmussen

Councilmember Rasmussen: Yes

Town Clerk Robertson: Councilmember Gordon

Councilmember Gordon: Yes

Town Clerk Robertson: Supervisor Houghtling

Supervisor Houghtling: Yes

Town Clerk Robertson: Councilmember Newton

Councilmember Newton: Yes

Town Clerk Robertson: Councilmember Trainor

Councilmember Trainor: Yes

Supervisor Houghtling: Um, that is all the business I had for this special meeting.  
Do any other town board members have any business?

Councilmember Rasmussen: No

Councilmember Trainor: No, not I.

Councilmember Newton: The only other thing I have is, uh, Jeff has also reached out again, asking for the town board's blessing and hopefully, uh, uh, letter of intent for the backhoe. Just wanted to pass that on again.

Councilmember Rasmussen: Okay

Supervisor Houghtling: Any other, uh, business for the board?

Councilmember Trainor: No

Supervisor Houghtling: I will make a motion to adjourn

Councilmember Rasmussen: Peg has her hand up

Peg Munves: I have a quick question, this is Peg

Supervisor Houghtling: Yup.

Peg Munves: Can I ask a quick question?

Supervisor Houghtling: Sure.

Peg Munves: If someone now wants to apply for the Climate Smart do we go, uh, send a letter to the Board?

Supervisor Houghtling: Um, so the Board didn't ask for letters of interest for the Climate Smart but if somebody would like to put one in, it would go to the Town Clerk and then the Board can discuss if we want to add a twelfth member or not.

Peg Munves: Okay, thank you.

Supervisor Houghtling: Alright, I'll make a motion to adjourn at 4:09pm.

Councilmember Trainor: Second

Supervisor Houghtling: Thank you guys

Councilmember Rasmussen: Bye folks, see ya

Town Clerk Robertson: Thank you

Councilmember Trainor: It worked, Bye

Respectfully submitted,

Marcie Robertson  
New Lebanon Town Clerk