

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
OCTOBER 10, 2018**

CALL TO ORDER

The regular meeting of the Town Board of the Town of Neversink was called to order at 7:30 P.M. by Supervisor Chris Mathews with the Pledge of Allegiance.

ROLL CALL

Board Members

Supervisor Chris Mathews	PRESENT	
Councilman Keith Zanetti	PRESENT	
Councilman Michael Brooks	PRESENT	
Councilman Scott Grey	PRESENT	
Councilman Richard Coombe Jr.	PRESENT	Arrived 7:40

Other Officials

Highway Superintendent Preston Kelly	PRESENT
Code Enforcement Officer Keith Stryker	PRESENT
Town Attorney Walter Garigliano	PRESENT
Budget Officer Teri Lockhart	PRESENT

GUESTS

Dave Moore	Diana Weiner
John Story	Dwight Coombe
Richard Coombe	Penny Coombe
Brant Gorton	Geri Gorton
Jamie Dymond Brooks	Brent Clarke
Walt Zeitschel	Cher Woehl

- **Richard Coombe** asked the Town Board to adopt a Resolution thanking Dave Moore and Phyllis Moore for all their work over the years with Neversink Renaissance making our community a nicer place to visit and live.

The following Resolution was introduced by Councilman Keith Zanetti, seconded by Councilman Scott Grey, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 4 NAYS 0 ABSENT 1 (Coombe).

*TOWN OF NEVERSINK
Resolution No. 20 of 2018
In Appreciation of Dedicated Service to
The Town of Neversink*

WHEREAS, Dave and Phyllis Moore have served this community well for many years as enthusiastic and hardworking members of many civic, church and charitable organizations; and have now announced that they plan to leave our community to be closer to family; and

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WHEREAS, Dave and Phyllis have given generously of their time leading our Community in the many beautification efforts throughout the Town through the Neversink Renaissance Program; and

NOW, THEREFORE, BE IT RESOLVED, that the Town of Neversink Town Board expresses its most sincere appreciation to Dave and Phyllis Moore for their many contributions to the beautification of this community, and extend our best wishes to them and their family, for a happy and successful future in their new home.

By Order of the Town Board, October 10, 2018

*Chris Mathews, Supervisor
Keith Zanetti, Councilman
Michael Brooks, Councilman
Scott Grey, Councilman
Richard Coombe, Jr., Councilman*

- **Diana Weiner**, Sullivan Renaissance, presented a photo plaque award to Neversink Renaissance – Dave Moore and Supervisor Chris Mathews, for their **2018 Winning Project in the Community Grant category**. Dave Moore in turn presented the photo plaque award to the Neversink Town Board to display in Town Hall. Dave then spoke about the future of Neversink Renaissance.
- **Brant Gorton** updated the Town Board on his **Eagle Scout Project** at the Route 42 Community Park. The Flag Pole and light have already been installed. Two metal benches will be placed in the flag pole area. Forest Darder is going to be helping him with the stonewall construction. Part of Brant's project involved the sale of commemorative tiles for recognition of military service members through "That's My Brick Company". The Town Board approved \$1,422.66 being sent to the Town of Neversink from Brant's tile sales and going into the Trust & Agency Account to use for Brant to complete this project for materials and supplies.

A motion was made by Councilman Scott Grey, seconded by Councilman Keith Zanetti to approve the receipt of \$1,422.66 to be put into the Trust & Agency Account to be used for the completion of Brant Gorton's Eagle Scout Project at the Route 42 Community Park, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

- **Brent Clarke** spoke to the Town Board about **Bear Cub Basketball**. Tri-Valley School is questioning providing accident and liability insurance for the program. Mr. Clarke is asking about the possibility of putting the program under TON Parks and Recreation. Dwight Coombe spoke of the Town of

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Neversink’s current insurance coverage. The Board felt that since the games are played on the school’s property that it should be the school who provides the insurance for the program. Dwight is going to work with Mr. Clarke to try and find some options for affordable coverage for the program.

- **Jamie Dymond Brooks** gave a Parks and Recreation update on completed and upcoming events.

2019 BUDGET

1. Budget Officer Teri Lockhart asked the Board if there were any questions concerning the 2019 Tentative Budget. The 2019 Tentative Budget was **accepted** as the **2019 Preliminary Budget** and the **Public Hearing** was set for **November 7, 2018** at **7:30 pm** and the following motion was made:

A motion was made by Councilman Michael Brooks, seconded by Councilman Keith Zanetti, to accept the 2019 Tentative Budget as the 2019 Preliminary Budget and to set the Public Hearing for November 7, 2018 at 7:30 pm, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

TOWN ATTORNEY

1. **Town Attorney Walter Garigliano** gave an **update** on the **Claryville-Neversink Septic Maintenance District**. He and Councilman Michael Brooks completed their review of the draft of the proposed amendment to the Town’s Sewer Use Law for the Wastewater Management Project in the Hamlet of Claryville located in the Town of Neversink. More work needs to be done on the language in the proposed amendment to the Town’s Sewer Use Law. At this time Walter would like to go forward with the Establishment of the Septic Maintenance District and to set the Public Hearing. The following Resolution was presented for the Boards consideration:

**TOWN OF NEVERSINK
RESOLUTION NO. 21 OF 2018
A RESOLUTION FOR CONSIDERATION OF THE CLARYVILLE-NEVERSINK
SEPTIC MAINTENANCE DISTRICT AND SCHEDULING A PUBLIC HEARING**

At a meeting of the Town Board (“Town Board”) of the Town of Neversink (“Town”), Sullivan County, New York, held at the Town of Neversink Town Hall, 273 Main Street, Grahamsville, New York 12740, in said Town, on the 10th day of October, 2018 at 7:30 p.m. prevailing time.

The meeting was called to order by Supervisor Christopher Mathews and upon roll being called the following were:

	PRESENT	ABSENT
Supervisor Christopher Mathews	X	
Councilman Keith Zanetti	X	
Councilman Michael Brooks	X	

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Councilman Scott Grey	X
Councilman Richard Coombe Jr.	X

The following resolution was introduced by Councilman Michael Brooks who moved for its adoption, and seconded by Councilman Keith Zanetti, to wit:

WHEREAS, New York City (“NYC”) provided funding for the Community Wastewater Management Program (“CWMP”), to be administered by the Catskill Watershed Corporation (“CWC”), which is intended to fund the planning, design and construction of community septic systems and the creation of septic maintenance districts in the NYC Watershed West of the Hudson River; and

WHEREAS, the Hamlet of Claryville in the Town is one of twenty-two (22) communities identified in the Memorandum of Agreement as lacking community wide wastewater treatment; and

WHEREAS, the Town entered into the Participating Community Agreement with CWC for the study, planning, design and construction of a sewage collection system and/or the creation of a septic maintenance district in the Hamlet of Claryville in the Town of Neversink (the “Project”); and

WHEREAS, as part of the Study Phase of the Project, the Town and its Project Engineer established, with the New York City Department of Environmental Protection and CWC, that the Town should create a septic maintenance district for certain Town residents located in the Hamlet of Claryville, to be known as the Claryville-Neversink Septic Maintenance District (“District”); and

WHEREAS, the Town will not incur any cost from the formation of the District, which cost is being fully funded by CWC through the CWMP; and

WHEREAS, the Project Engineer and Special Counsel have prepared materials needed for the formation of that District and have filed those materials with the Town Board for its review and consideration.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board accepts and adopts the following materials prepared by Project Engineer and Special Counsel with regard to the formation of the District, and directs that same be appended to the minutes of this meeting:

- a. District Formation Summary Report prepared by Young, Sommer, LLC and Lamont Engineers. The Report contains a summary of the District and implementation plan which explains the assumed schedule for the repair and replacement of septic systems in the District, provides an opinion of probable costs for operation and maintenance of septic systems in the District, references and incorporates a draft Amendment to the Town’s Sewer Use Law;

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- b. Engineer’s Report and Plan entitled “Preliminary Engineer’s Report Community Wastewater Management Program for the Hamlet of Claryville, Town of Denning, Ulster County, and the Town of Neversink, Sullivan County, May 2017” prepared for the Town of Denning and the Town of Neversink by Lamont Engineers detailing the wastewater needs of the Hamlet of Claryville and delineating the service area for septic maintenance districts in Denning and Neversink.
- c. Service Area Map identifying the boundaries of the proposed District which includes the Tax Map Numbers of the parcels that will be included in the proposed Sewer district; and

BE IT FURTHER RESOLVED, that the Town will not incur any expense in the formation of the proposed District. The operation and maintenance of the septic systems will be funded by the District Fund. The money allotted to the fund will be invested by the Town in accordance with Article 11 of the New York State General Municipal Law. The income gained each year from this fund will be used for operation, maintenance and repair/replacement of the septic systems within the District; and

BE IT FURTHER RESOLVED, that a copy of the Engineer’s Report and Plan, Service Area Map and opinion of probable cost shall be placed in the Town Clerk’s office and made available for public inspection; and

BE IT FURTHER RESOLVED, that the Town Board hold a Public Hearing for consideration of the proposal to establish said District at the Town of Neversink Town Hall, 273 Main Street, Grahamsville, New York at 7:15 p.m., prevailing time, on November 14, 2018 at which time and place all persons interested in the subject thereof may be heard concerning the same; and

BE IT FURTHER RESOLVED, that the Town Clerk of the Town publish or cause to be published a public notice in the *Ye Old Tri Valley Townsman*, of said public hearing at least five (5) days prior to such hearing.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, resulting as follows:

		AYE	NAY	ABSENT
Supervisor Christopher Mathews	Voting	X		
Councilman Keith Zanetti	Voting	X		
Councilman Michael Brooks	Voting	X		
Councilman Scott Grey	Voting	X		
Councilman Richard Coombe Jr.	Voting	X		

The resolution was thereupon declared duly adopted.

Dated: October 10, 2018

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2. Mr. Garigliano indicated the Board had another decision to make at this time. The residents in the proposed district need to make the decision whether they want to be in or opt out of the septic maintenance district. A canvas letter can be sent out to all properties owners explaining about being able to opt in or opt out of the district. After discussion it was decided a canvas letter will be sent. Walter and Councilman Michael Brooks will create the letter.

MINUTES OF PREVIOUS MEETING (S)

Minutes of the Regular Meeting held on September 12, 2018 and Recessed Meeting held on September 24, 2018 were ACCEPTED AS SUBMITTED on motion by Councilman Keith Zanetti, seconded by Councilman Scott Grey, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 4 NAYS 0 ABSENT 1 (Coombe).

SUPERVISOR'S RECEIPTS AND DISBURSEMENTS REPORT

The Supervisor's Report for the month of September 2018 was ACCEPTED AS RECEIVED and filed on motion by Councilman Richard Coombe Jr., seconded by Councilman Michael Brooks, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

TOWN CLERK DECALS AND MONTHLY FEE REPORT

ACCEPTED AS SUBMITTED for the month of September 2018 to be filed on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

TOWN CLERK MONTHLY PETTY CASH REPORT

Month of September 2018/October 2018

No expenditures made.

CODE ENFORCEMENT OFFICER REPORT

Monthly Receipts Report and Mileage Log and Inspection Report for the month of September 2018 has been filed with the Town Clerk.

Code Enforcement Officer Keith Stryker:

- Logged 208 Miles and took in \$2,354.90
- 14 Building Permits, total 81 for year
- 2 Building Permit Renewal, total 2 for year
- 5 Cert of Occupancy/Compliance for the month, total 72 for year
- 0 Complaints, total 0 for year
- 1 Violations, total 3 for year
- 7 Municipal Searches, total 64 for year
- 0 Fire Inspections, total 28 for year

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- 0 Junk Yard Permit, total 1 for year
- 0 Mobile Home Park Permit Renewals, total 2 for year
- 0 Temporary Use Permit, total 0 for year
- 0 Special Use Permit, total 1 for year
- 0 CEO Training Hours, total 31 for year

HIGHWAY SUPERINTENDENT

1. Highway Superintendent Preston requested to go into Executive Session with Town Attorney Walter Garigliano and the Town Board present to discuss a personnel issue.

EXECUTIVE SESSION

The Board **entered** into **Executive Session** at 8:38 pm on motion made by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, **to discuss a personnel issue**, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The Board **returned** from **Executive Session** at 8:52 pm on motion made by Councilman Michael Brooks, seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

A motion was made by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti to grant an unpaid medical leave to Michael Mickelson to end on 12/27/2018, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

2. Highway Superintendent Preston Kelly would like to put in the **Public Notice of Seasonal Highways** that are classified as seasonal limited use highways for the period of December 1, 2018 until April 1, 2019. Slater Road description was changed to, "From Sap House Driveway to End." The following motion was made:

A motion was made by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED to accept the list of Seasonal Limited Use Highways as submitted and to authorize the advertisement of the list to the public.

VOTE: AYES 5 NAYS 0.

PLANNING BOARD

Public Notice of Cancellation of October 3, 2018 meeting was filed with the Town Clerk.

ZONING BOARD OF APPEALS

Public Notice of Cancellation of October 16, 2018 meeting was filed with the Town Clerk.

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FILINGS AND CORRESPONDENCE FILED WITH TOWN CLERK

1. Foil requests:
 - a. Chazen Companies – 40.-1-22.1 – Towne/Fainer Property – fulfilled
 - b. SmartProcure – Purchasing records from 06-19-2018 to current - fulfilled
2. From Sullivan County Clerk’s Office:
 - a. Lot Improvement Survey May for KRC Associates LLC & Prousalis
 - b. Final Survey Plat Subdivision for Hannelly

Items were ORDERED LOGGED and FILED on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

SUPERVISOR

1. The following Resolution was presented for the 2018-2021 Snow and Ice Contract with the County. After discussion the Board decided to only do the contract for 2018-2019 due to ongoing bad condition of certain County Roads that the Town plows under the Snow and Ice Contract. The following revised resolution was presented:

**TOWN OF NEVERSINK
RESOLUTION NO. 22 OF 2018
AUTHORIZING THE PAYMENT RATE FOR THE
SNOW AND ICE CONTRACT FOR 2018-2019**

At a meeting of the Town Board of the Town of Neversink, Sullivan County, New York, held at the Town of Neversink Town Hall, 273 Main Street, Grahamsville, New York 12740, in said town, on the 10th day of October, 2018 at 7:30 p.m. prevailing time.

The meeting was called to order by Supervisor Chris Mathews and upon roll being called the following were:

	PRESENT	ABSENT
Supervisor Chris Mathews	X	
Councilman Keith Zanetti	X	
Councilman Michael Brooks	X	
Councilman Scott Grey	X	
Councilman Richard Coombe, Jr.	X	

The following resolution was introduced by Councilman Michael Brooks who moved for its adoption, and seconded by Councilman Keith Zanetti, to wit:

RESOLVED, that pursuant to Highway Law Section 135-a providing for snow and ice control on County Roads with the Town, the Supervisor be and he is directed to execute a contract with the County of Sullivan for the Town to undertake and perform snow and ice control on County Roads located in the Town for the period beginning July 1, 2018 and ending June 30, 2019 and any extensions thereof duly authorized as provided in such contract at the rates therein provided or hereafter approved.

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The question of the adoption of the foregoing resolutions was duly put to a vote on roll call, resulting as follows:

		AYE	NAY
Supervisor Chris Mathews	Voting	X	
Councilman Keith Zanetti	Voting	X	
Councilman Michael Brooks	Voting	X	
Councilman Scott Grey	Voting	X	
Councilman Richard Coombe, Jr.	Voting	X	

The resolutions were thereupon declared duly adopted.

Dated: October 10, 2018
Town of Neversink
Grahamsville, New York

OTHER

1. Councilman Keith Zanetti reported on the meeting of the **Rules for Dogs in the Park Committee**. The Committee is working on a list of rules that would be posted in all Town Parks.
2. Councilman Scott Grey gave a report from the **Lock Security Committee**. He is currently working on getting additional quotes for key fob locks. Cameras at entrances will also be added. Locks will be put on the Kitchen and Media Room doors.
3. Councilman Scott Grey also reported on the status of the **Employee Handbook**.

PAYMENTS OF CLAIMS AND VOUCHERS

• Abstract #10	\$ 64,127.17
• Vendor Payments	<u>4,516.04</u>
• Total	\$ 68,643.21

Vouchers, Claims were reviewed by the Board and authorized to be paid on motion by Councilman Scott Grey, seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

ADJOURN OR RECESS

On motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, the meeting was adjourned at 9:39, put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

Lisa Garigliano, Town Clerk