

**TOWN OF NEVERSINK TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 4, 2017**

The Organizational 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 Richard Coombe Jr.	PRESENT
Councilman Michael Brooks	PRESENT
Councilman Keith Zanetti	PRESENT
Councilman Scott Grey	PRESENT

Other Officials:

Highway Superintendent Preston Kelly	PRESENT
Code Enforcement Officer Keith Stryker	PRESENT
Town Attorney Walter Garigliano	OUT OF TOWN

GUESTS

Jamie Dymond Brooks – Parks and Recreation Director

SUPERVISOR

1. The following resolution was presented to **appoint Scott Grey** to the vacant unexpired term of former Councilman Michael Mullen on the Town of Neversink Town Board:

**TOWN OF NEVERSINK
RESOLUTION NO. 1 OF 2017
RESOLUTION APPOINTING COUNCILMAN TO THE
OFFICE FORMERLY HELD BY MICHAEL MULLEN**

At a meeting of the 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 4th day of January, 2017 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 Richard Coombe Jr.	X	

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

**TOWN OF NEVERSINK TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 4, 2017**

WHEREAS, on December 7, 2016 the passing of Michael Mullen caused a vacant Councilman position.

NOW, THEREFORE, BE IT RESOLVED, that Scott Grey is hereby appointed to the office of Councilman formerly held by Michael Mullen.

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 Chris Mathews	Voting	X		
Councilman Keith Zanetti	Voting	X		
Councilman Michael Brooks	Voting	X		
Councilman Richard Coombe Jr.	Voting	X		

The resolution was thereupon declared duly adopted.

Dated: January 4, 2017
Town of Neversink
Grahamsville, New York

2. **Scott Grey** took his **Oath of Office** as **Councilman** from the Town Clerk.
3. Highway Superintendent Preston Kelly presented the Annual **Agreement for the Expenditures of Highway Moneys** for 2017 for signatures and filing.

A motion was made by Councilman Michael Brooks seconded by Councilman Keith Zanetti to authorize the signing and filing of the 2017 Annual Agreement for Expenditures of Highway Money, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

4. The Board reviewed with Jamie Dymond Brooks **guidelines** that they would like followed for all **Parks and Recreation Trips**. One of the guidelines was that the bus must be 100% full for the trip to take place. After discussion the Board decided that 90% full was a more reasonable number. Jamie was also reminded that she cannot fundraise in anyway. She must charge per person what the trip costs per person.
5. Code Enforcement Officer Keith Stryker and the Board discussed the possible **replacement** of the **pool bathrooms/building** with a modular unit and what the requirements are per building code.
6. Discussed the **salaries** for the **summer pool staff** and decided to leave them at the 2016 rate for 2017.
7. Scott Grey will submit a letter of resignation from his position on the BAR at the January 11, 2017 regular meeting.

ORGANIZATIONAL ITEMS:

**TOWN OF NEVERSINK TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 4, 2017**

• **THE FOLLOWING ACTIONS WERE TAKEN BY THE BOARD:**

The **Postage Meter Rate** was reset at \$1,200.00 increments on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The **Town Clerk Petty Cash Fund** was set to be restored to \$200.00 each month on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The **Regular Town Board Meeting Day and Time and place** was set to meet on the second Wednesday of each month at 7:30 P.M. at the Neversink Town Hall on motion by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, put to a vote and put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

Payment of Monthly recurring bills and contracts as received was authorized on motion by Councilman Keith Zanetti, seconded by Councilman Richard Coombe Jr., put to a vote put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The **Tri-Valley Townsman, now referred to as "Ye Olde Tri-Valley Townsman"** was designated as the **Official Newspaper** for the Town with the Sullivan County Democrat as additional when and if necessary, on motion by Councilman Scott Grey, seconded by Councilman Michael Brooks, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The **Mileage reimbursement rate** was set to coincide with the current Federal Rate on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The following **Banks** were named as **official depositories** on motion by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, put to a vote and UNANIMOUSLY CARRIED.

First Niagra Bank – Liberty Office

Sterling National Bank – South Fallsburg Office

Catskill Hudson Bank – Grahamsville Office

Jeff Bank – Loch Sheldrake

VOTE: AYES 5 NAYS 0.

FAXING, PHOTOCOPY AND LAMINATING FEES:

**TOWN OF NEVERSINK TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 4, 2017**

On motion by Councilman Keith Zanetti, seconded by Councilman Richard Coombe Jr., put to a vote and UNANIMOUSLY CARRIED, faxing fees will remain at \$1.00 for the first page and \$.25 for each additional page, photocopy fees will remain at \$.25 per sheet for 8 ½ x 11 and 8 ½ x 14 and \$.50 per sheet for 11 X 17. Color Copies will remain at \$1.00 for 8 ½ x 11 and 8 ½ x 14. Laminating fees will also remain the same for the following sizes:

8 ½ X 11 sheet	\$2.00	Luggage tag	\$2.00
Business Card	\$1.00	Credit Card	\$1.00

VOTE: AYES 5 NAYS 0.

POOL FEES:

On motion made by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED, Pool Fees will remain the same for the 2017 Pool season.

VOTE: AYES 5 NAYS 0.

TRANSFER STATION FEES:

On motion made by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, put to a vote and UNANIMOUSLY CARRIED, Transfer Station Fees for 2017 will remain as follows: Solid Waste Books \$20.00, Transfer Station Permits \$10.00, Freon Removal Fee \$15.00, televisions, computers, monitors and laptops 3 SW coupons each, tires 19 inches or smaller \$5.00 each, tires 20 inches and over \$25.00 each, the fee schedule for miscellaneous bulky items will remain the same.

VOTE: AYES 5 NAYS 0.

SUPERVISOR APPOINTMENTS:

COMMITTEE APPOINTMENTS:

Supervisor Mathews announced the following Committee Appointments for the Town Board members:

Equipment – Keith Zanetti, Scott Grey

Beautification/Celebrations – Keith Zanetti

Personnel – Richard Coombe Jr., Michael Brooks

Finance – Richard Coombe Jr.

Solid Waste – Keith Zanetti

Planning Board/Zoning – Michael Brooks

Cable Services – Michael Brooks

Representative to Committee for the Disabled – Michael Brooks

Representative to the Ethics Committee – Michael Brooks

Representative to Emergency Services – Chris Mathews

Americans with Disabilities Act Representative – Michael Brooks

Veterans Organization Liaison Representative – Scott Grey

Real Property Tax – Richard Coombe Jr., Scott Grey

Parks and Recreation – Keith Zanetti

Real Property Litigation – Richard Coombe Jr., Scott Grey

**TOWN OF NEVERSINK TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 4, 2017**

A motion was made by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, to approve the above listed Supervisor Committee Appointments for Town Board Members, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

The following salaries of elected and appointed officials with the frequency of payment were discussed:

**ELECTED – APPOINTED POSITIONS
SALARY PAY FREQUENCY 2017**

Supervisor-Chris Mathews-\$22,067-annual-bi-weekly
Deputy Supervisor-Richard Coombe Jr.-no compensation
Councilman-Michael Brooks-\$4,810-annual-bi-weekly
Councilman-Keith Zanetti-\$4,810-annual-bi-weekly
Councilman-Richard Coombe, Jr.-\$4,810-annual-bi-weekly
Councilman-Scott Grey-\$4,810-annual-bi-weekly
Budget Officer-Teri Lockhart-\$5,228-annual-monthly
Town Justice-Barbara Garigliano-\$8,998-annual-bi-weekly
Town Justice-Brian Edwards-\$8,998-annual-bi-weekly
Clerk to the Courts-PT-Deborah Shaver-\$14.55 per hr.-bi-weekly
Assessor-Bryan Delaney-\$27,805-annual-bi-weekly
Sr. Acct Clerk-Geri Gorton-\$33,922-annual-bi-weekly
Geri Gorton-Longevity-\$325.00
Clerk to Planning Board-PT-Geri Gorton-\$50 stipend per board meeting
Clerk to ZBA-PT-Geri Gorton-\$50 stipend per board meeting
Bookkeeper to Supervisor-Teri Lockhart-\$27,805-annual-monthly
Town Clerk-Lisa Garigliano-\$45,974-annual-bi-weekly
Registrar of Vital Statistics-Lisa Garigliano -\$1,274 -annual-bi-weekly
Registrar of Vital Statistics-Deputy-Janis Offringa-\$663-annual-bi-weekly
Deputy Town Clerk-FT-Janis Offringa-\$34,645-annual-bi-weekly
Janis Offringa-Longevity-\$325.00
Clerk-PT-as needed within budget limits-Staci Conjura-\$14.55 per hr.-bi-weekly
*Note - The Clerk PT is authorized to work up to 17 ½ hours per week on a regular basis, if needed Jan. 1 through April 2nd.
Acct Clerk (Supervisor's Asst.)-FT-Brenda Devore-\$37,349-annual-bi-weekly
Superintendent of Highways-Preston Kelly-\$75,780-annual-bi-weekly
Deputy Highway Superintendent-Melvin Howe-Reg. Time-\$29.21 per hr.-Over Time- \$43.82 per hr.-bi-weekly
Melvin Howe-Longevity- \$1,725.00
Cleaner (Town Hall) PT-Rhonda Hough-\$14.55 per hr.-bi-weekly
Grounds Keeper (Town Hall Complex) PT-Benjamin Knight-\$24.20 per hr.-bi-weekly
Transfer Station Attendant-PT-Charles Clark-\$16.16 per hr.-bi-weekly
Transfer Station Attendant-PT-Dave Drown-\$16.16 per hr.-bi-weekly
Transfer Station Attendant PT Temp.-Joseph Barkley-\$14.22 per hr.-bi-weekly

**TOWN OF NEVERSINK TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 4, 2017**

Transfer Station Attendant PT Temp.-Craig Black-\$14.22 per hr.-bi-weekly
Transfer Station Attendant PT Temp.-James Houghtaling-\$14.22 per hr.-bi-weekly
Transfer Station Attendant PT Temp.-Arthur Soule-\$14.22 per hr.-bi-weekly
Town Attorney-PT-Walter Garigliano-\$22,000-annual-bi-weekly
Plus \$150.00 per hr. for litigation
Special Prosecutor-PT-Kenneth Klein-\$6,000-annual-bi-weekly
Attorney to the Planning Board-PT-Kenneth Klein-\$3,800-annual-bi-weekly
Attorney to the ZBA-PT-Kenneth Klein-\$3,600-annual-bi-weekly
Assistant Town Attorney PT-Kenneth Klein-\$125.00 per hr. for litigation
Parks Maintenance-PT-(A7110.1-Fairgrounds) Kenneth Curry-\$18.26 per hr.
Dog Control Officer-PT-Danita Kristoff-\$10,264-annual-bi-weekly
Deputy Dog Control Officer (Pound)-PT-Geraldine Gorton-\$14.55 per hr.-min. of
two hours-bi-weekly
Cemetery Maintenance-PT-(3x/year)-Benjamin Knight-\$1,628-annual-bi-weekly
Town Historian-PT-Carol Smythe-\$3,628-annual-bi-weekly
Engineer for Town-Glenn Smith-Fee Basis-\$115 per hr.
Code Enforcement Officer-Keith Stryker-\$27,805-annual-bi-weekly-w/flexible hrs.
on average of 17 ½ hrs. per week
Health Officer PT-Julie Starner-\$2,716-annual-bi-weekly
Board of Assessment Review Member (3)-\$80 per session-abstract
Clerk to Board of Assessment Review-Janis Offringa-\$14.55 per hr.-bi-weekly
Recreation Director-PT-Jamie Brooks-\$12,165-annual-bi-weekly
Pool Director-Janet Carey-\$7,154-annual-bi-weekly
AM Swim Director-Janet Carey-\$3,048-annual
Pool Lifeguard-1-2 yrs.-\$10.00 per hr.
Pool Lifeguards-3 yrs. & up-\$10.75 per hr.
Head Lifeguard-\$11.75 per hr.
WSI-\$12.75 per hr.
WSI (21 yrs. or older)-\$15.00 per hr.

On motion by Councilman Michael Brooks, seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED, the foregoing list of persons were appointed to the positions named, salaries set and frequency of pay.
VOTE: AYES 5 NAYS 0.

ADJOURN OR RECESS:

On motion by Councilman Richard Coombe Jr., seconded by Councilman Scott Grey, the meeting was adjourned at 9:50 P.M. put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

Lisa Garigliano, Town Clerk