

**TOWN OF NEVERSINK TOWN BOARD  
ORGANIZATIONAL MEETING  
JANUARY 5, 2016**

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 Keith Zanetti	PRESENT
Councilman Michael Brooks	PRESENT
Councilman Michael Mullen	PRESENT
Councilman Richard Coombe Jr.	PRESENT

**OTHER TOWN OFFICIALS**

Highway Superintendent Preston Kelly	PRESENT
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**GUESTS**

Ken Walter

- **Ken Walter** would like to see cable service expanded in the Town, the speed limit raised on Route 55A from 45 mph to 55 mph and that the Town look into shared services whenever possible.

**HIGHWAY SUPERINTENDENT**

1. The Annual **Agreement for the Expenditures of Highway Moneys** for 2016 was presented for signatures and filing.

A motion was made by Councilman Michael Mullen seconded by Councilman Keith Zanetti to authorize the signing and filing of the Annual Agreement for Expenditures of Highway Money, put to a vote and UNANIMOUSLY CARRIED.  
VOTE: AYES 5 NAYS 0.

2. Preston reported that the new truck has arrived at Hudson River Truck and Trailer. The plow equipment for it has not yet arrived.

**ORGANIZATIONAL ITEMS:**

- **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 Michael Mullen, 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 Michael Mullen, seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.  
VOTE: AYES 5 NAYS 0.

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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 Richard Coombe Jr., 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 Michael Mullen, seconded by Councilman Keith Zanetti, 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 Michael Mullen, seconded by Councilman Keith Zanetti, 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 Michael Mullen, 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:**

On motion by Councilman Michael Mullen, 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 Michael Brooks, seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED, Pool Fees will remain the same for the 2016 Pool season.

VOTE: AYES 5 NAYS 0.

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**TRANSFER STATION FEES:**

On motion made by Councilman Keith Zanetti, seconded by Councilman Michael Mullen, put to a vote and UNANIMOUSLY CARRIED, Transfer Station Fees for 2016 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, fluorescent bulbs 1 SW coupon 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.

**1. The following Board appointments were discussed:**

**SUPERVISOR APPOINTMENTS:**

**Ethics Committee:**

Supervisor Mathews appointed the following individuals to the Ethics Committee for two year terms: Wayne Zanetti, Donald Phillips, Larry Jones and Lynn McDonald. A motion was made by Councilman Keith Zanetti, seconded by Councilman Michael Mullen, to appoint the foregoing named individuals to the Ethics Committee for a term of two years to expire 12/31/17.

VOTE: AYES 5 NAYS 0.

**Committee for the Disabled:**

Supervisor Mathews appointed the following individuals to the Committee for the Disabled for two year terms: Donna Flynn-Brown, Mark Williams and Kate Kelly. A motion was made by Councilman Keith Zanetti, seconded by Councilman Michael Mullen, to appoint the foregoing named individuals to the Committee for the Disabled for a term of two years to expire 12/31/17.

VOTE: AYES 5 NAYS 0.

**COMMITTEE APPOINTMENTS:**

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

**Equipment** – Michael Brooks, Keith Zanetti

**Beautification/Celebrations** – Keith Zanetti, Michael Mullen

**Personnel** – Michael Mullen, Richard Coombe Jr.

**Finance** – Michael Mullen, 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** – Michael Mullen

**Americans with Disabilities Act Representative** – Michael Brooks

**Veterans Organization Liaison Representative** – Michael Mullen

**Real Property Tax** – Richard Coombe Jr.

**Parks and Recreation** – Michael Mullen

**Real Property Litigation** – Richard Coombe Jr., Keith Zanetti

A motion was made by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, to approve the above listed Supervisor Committee

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Appointments for Town Board Members, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

**2. The following salaries of elected and appointed officials with the frequency of payment were discussed.**

**ELECTED – APPOINTED POSITIONS  
SALARY  
PAY FREQUENCY  
2016**

Supervisor-Christopher Mathews-\$21,581-annual-bi-weekly  
Budget Officer-Teri Lockhart-\$5,113-annual-monthly  
Deputy Supervisor-Richard Coombe Jr.-no compensation  
Councilman-Michael Mullen-\$4,704-annual-bi-weekly  
Councilman-Michael Brooks-\$4,704-annual-bi-weekly  
Councilman-Keith Zanetti-\$4,704-annual-bi-weekly  
Councilman-Richard Coombe, Jr.-\$4,704-annual-bi-weekly  
Town Justice-Barbara Garigliano-\$8,800-annual-bi-weekly  
Town Justice-Brian Edwards-\$8,800-annual-bi-weekly  
Assessor-Bryan Delaney-\$27,193-annual-bi-weekly  
Town Clerk-Lisa Garigliano-\$44,962-annual-bi-weekly  
Registrar of Vital Statistics-Lisa Garigliano -\$1,246 -annual-bi-weekly  
Registrar of Vital Statistics-Janis Offringa - \$648- annual – bi-weekly  
Superintendent of Highways-Preston Kelly-\$74,112-annual-bi-weekly  
Deputy Town Clerk FT-Janis Offringa -\$33,883-annual-bi-weekly  
Janis Offringa-Longevity-\$325.00  
Clerk-PT-as needed within budget limits-RoseAnn Knox-\$14.23 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 2<sup>nd</sup>.  
Clerk to the Courts PT-Deborah Shaver-\$14.23 per hr.-bi-weekly  
Deputy Highway Superintendent-Gary Lockhart -Reg. Time-\$28.57 per hr.-Over Time- \$42.86 per hr.-bi-weekly  
Gary Lockhart-Longevity- \$1,725.00  
Account Clerk FT-Brenda Devore-\$36,527-annual-bi-weekly  
Bookkeeper to Supervisor-Teri Lockhart-\$27,193-annual-monthly  
Sr. Account Clerk-Geri Gorton-\$33,176-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  
Cleaner (Town Hall) PT-Rhonda Hough-\$14.23 per hr.-bi-weekly  
Grounds Keeper (Town Hall Complex) PT-Benjamin Knight-\$23.67 per hr.-bi-weekly  
Transfer Station Attendant PT-Charles Clark-\$15.80 per hr.-bi-weekly  
Transfer Station Attendant PT-Dave Drown-\$15.80 per hr.-bi-weekly  
Transfer Station Attendant PT Temp.-James Minarsky - \$13.91 per hr.-bi-weekly  
Transfer Station Attendant PT Temp.-James Houghtaling - \$13.91 per hr.-bi-weekly  
Town Attorney-PT-Walter Garigliano-\$22,000-annual-bi-weekly  
Plus \$150.00 per hr. for litigation

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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 Superintendent PT-Kenneth Curry-\$5,941-annual-bi-weekly  
\$17.86 per hr. for work outside of job specifications  
Parks Maintenance PT-(A7140.1-LL field) Thomas Mitchell-\$17.86 per hr.-April 1-  
Oct. 30-bi-weekly-not to exceed 10 hours per week  
Parks Maintenance PT-(A7110.1-Fairgrounds) Thomas Mitchell- \$17.86 per hr.-April  
1-Oct. 30-bi-weekly-not to exceed 30 hours per week  
Dog Control Officer PT-Danita Kristoff-\$10,038-annual-bi-weekly  
Deputy Dog Control Officer (Pound) PT-Geraldine Gorton-\$14.23 per hr.-min. of two  
hours-bi-weekly  
Cemetery Maintenance PT (3x/year)-Benjamin Knight-\$1,592.00-annual-bi-weekly  
Town Historian PT-Carol Smythe-\$3,548 -annual-bi-weekly  
Engineer for Town Glenn Smith-Fee Basis-\$115 per hr.  
Code Enforcement Officer Keith Stryker-\$27,193-annual-bi-weekly-w/flexible hrs.  
average of 17 ½ hrs. per week  
Health Officer PT-Julie Starner-\$2,656-annual-bi-weekly  
Board of Assessment Review Member (3)-\$80 per session-abstract  
Clerk to Board of Assessment Review Janis Offringa -\$14.23 per hr.-bi-weekly  
Recreation Director PT-Jamie Brooks-\$11,897- annual - bi-weekly  
Baseball Commissioner-Thomas Mitchell-\$2,286-annual  
Softball Commissioner-Cathy Russo-\$1,407-annual  
T-Ball Commissioner-Jill Knox-\$662-annual  
Pool Opening Maintenance PT-temp.-as needed for opening pool-\$17.86 per hr.-bi-  
weekly  
Pool Lifeguards seasonal-\$9.50 per hr.-bi-weekly-plus 25 cents for each returning  
year not to exceed \$11.25 per hr.  
Pool Director Janet Carey-\$6,997-annual-bi-weekly  
AM Swim Director Janet Carey-\$2,981-annual  
Assistant Pool Director seasonal-\$10.25 per hr.-bi-weekly-plus 25 cents for each  
year returning not to exceed \$12.00 per hr.

On motion by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, 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.

**SUPERVISOR:**

1. Supervisor Mathews and the Town Board discussed the need for additional **PT Temporary Transfer Station Attendants** to fill in as needed.

A motion was made by Councilman Richard Coombe Jr., seconded by Councilman Michael Mullen to authorize the Town Clerk to advertise in the Townsman for PT Temporary Transfer Station Attendants, put to vote and UNANIMOUSLY CARRIED.  
VOTE: AYES 5 NAYS 0.

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2. Mr. Mathews gave an update on the progress of the **replacement roof** on the **old Town Barn**. An item was left off of the bid specs for the metal roof. A change order is being prepared by Town Engineer Glen Smith.
3. For the year 2016, the Town will continue to offer each Transfer Station Permit holder **two free anytime loads** of C&D during the year.
4. The **Stream Management Lease Agreement for 2016** is ready to be signed by the Supervisor.

A motion was made by Councilman Michael Mullen, seconded by Councilman Michael Brooks authorizing Supervisor Chris Mathews to sign the Stream Management Lease for 2016, put to a vote and UNANIMOUSLY CARRIED.  
VOTE: AYES 5 NAYS 0.

5. The **repairing** of the **bathrooms** in the **pavilion** at the **fairgrounds** were discussed. A resident needing community service hours is available to help but is only available on weekends. The Board discussed this and decided that there will not be anyone available on weekends to supervise this person. Another concern is the insurance part of this. Supervisor Mathews will work on a definitive scope of work for the repairs to the pavilion bathrooms.
6. The Town Board discussed the need for a **maintenance person** to take care of Town owned buildings and parklands. It was suggested that everyone make list of jobs in need of doing and email them to the Town Clerk who will compile a list.

**ADJOURN OR RECESS:**

On motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, the meeting was adjourned at 9:04 P.M. put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

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Lisa Garigliano, Town Clerk