

**TOWN OF NEVERSINK TOWN BOARD  
ORGANIZATIONAL MEETING  
JANUARY 5, 2022**

The Organizational Meeting of the Town Board of the Town of Neversink was called to order at 7:30 P.M. by Deputy Supervisor Richard Coombe Jr. with the Pledge of Allegiance.

**ROLL CALL**

**Board Members**

Supervisor Chris Mathews	Absent	
Councilperson Keith Zanetti	Present	
Councilperson Nicole Gorr	Present	
Councilperson Scott Grey	Present	
Councilperson Richard Coombe Jr.	Present	(Deputy Supervisor)

**OTHER TOWN OFFICIALS**

Town Attorney Ken Klein	Arrived after Planning Board Meeting
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**GUESTS**

Cher Woehl  
Walt Zeitschel

**ORGANIZATIONAL ITEMS**

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

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

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

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

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

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 Councilperson Scott Grey, seconded by Councilperson Keith Zanetti, put to a vote and put to a vote and UNANIMOUSLY CARRIED.

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

**Payment of Monthly recurring bills and contracts as received** was authorized on motion by Councilperson Keith Zanetti, seconded by Councilperson Nicole Gorr, put to a vote put to a vote and UNANIMOUSLY CARRIED.

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

The **Tri-Valley Townsman, now referred to as "Ye Olde Tri-Valley Townsman"** and the **Sullivan County Democrat** were designated as the **Official**

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**Newspapers** for the Town, on motion by Councilperson Keith Zanetti, seconded by Councilperson Nicole Gorr, put to a vote and UNANIMOUSLY CARRIED.

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

A motion was made by Councilperson Keith Zanetti, seconded by Councilperson Nicole Gorr to **amend the above motion making only the Sullivan County Democrat the Official Newspaper for the Town of Neversink**, put to a vote and UNANIMOUSLY CARRIED.

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

*After consulting with Town Attorney Ken Klein, concerning the use of electronic newspapers for legal notices, the following motion was made:*

A motion was made by Councilperson Keith Zanetti, seconded by Councilperson Nicole Gorr to **withdraw the previous motion making only the Sullivan County Democrat the Official Newspaper for the Town of Neversink**, put to a vote and UNANIMOUSLY CARRIED.

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

A motion was made by Councilperson Keith Zanetti, seconded by Councilperson Nicole Gorr designating The **Tri-Valley Townsman, now referred to as "Ye Olde Tri-Valley Townsman"** and the **Sullivan County Democrat** as the **Official Newspapers** for the Town, put to a vote and UNANIMOUSLY CARRIED.

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

*Town Attorney Ken Klein will report back to the Town Board prior to the January 12<sup>th</sup> meeting about using electronic newspapers for legal notices.*

The **Mileage reimbursement rate** was set to coincide with the current Federal Rate (.585 cents) on motion by Councilperson Keith Zanetti, seconded by Councilperson Nicole Gorr, put to a vote and UNANIMOUSLY CARRIED.

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

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

- Key Bank – Liberty Office
- Catskill Hudson Bank – Grahamsville Office
- Jeff Bank – Liberty Office
- Wayne Bank – Liberty Office

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

**FAXING, PHOTOCOPY AND LAMINATING FEES:**

On motion by Councilperson Scott Grey, seconded by Councilperson Keith Zanetti, 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

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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 4 NAYS 0 ABSENT 1 (Mathews).

**POOL FEES:**

On motion made by Councilperson Scott Grey, seconded by Councilperson Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED, Pool Fees will remain the same for the 2022 Pool season.

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

**TRANSFER STATION FEES:**

On motion made by Councilperson Keith Zanetti, seconded by Councilperson Nicole Gorr, put to a vote and UNANIMOUSLY CARRIED, Transfer Station Fees for 2022 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 4 NAYS 0 ABSENT 1 (Mathews).

**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., Keith Zanetti

**Finance** – Richard Coombe Jr.

**Solid Waste** – Keith Zanetti, Chris Mathews

**Planning Board/Zoning** – Keith Zanetti

**Cable Services** – Nicole Gorr

**Representative to Committee for the Disabled** – Nicole Gorr

**Representative to the Ethics Committee** – Nicole Gorr

**Representative to Emergency Services** – Chris Mathews, Scott Grey

**Americans with Disabilities Act Representative** – Nicole Gorr

**Veterans Organization Liaison Representative** – Scott Grey

**Real Property Tax** – Richard Coombe Jr., Scott Grey

**Parks and Recreation** – Nicole Gorr

**Real Property Litigation** – Richard Coombe Jr., Scott Grey

**Little League Liaison** – Scott Grey, Chris Mathews

A motion was made by Councilperson Scott Grey, seconded by Councilperson Keith Zanetti, to approve the above listed Supervisor Committee Appointments for Town Board Members, put to a vote and UNANIMOUSLY CARRIED.

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

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

**ELECTED – APPOINTED POSITIONS  
SALARY  
PAY FREQUENCY  
2022**

Supervisor-Chris Mathews-\$33,055-annual-bi-weekly  
 Deputy Supervisor- Richard Coombe Jr. -no compensation  
 Councilperson-Scott Grey-\$6,701-annual-bi-weekly  
 Councilperson-Keith Zanetti-\$6,701-annual-bi-weekly  
 Councilperson-Richard Coombe Jr.-\$6,701-annual-bi-weekly  
 Councilperson – Nicole Gorr - \$6,701-annual-bi-weekly  
 Budget Officer – Teri Lockhart - \$5,970-annual-monthly  
 Town Justice-Brent Gotsch-\$10,274-annual-bi-weekly  
 Town Justice-Michael Scagnelli-\$10,274-annual-bi-weekly  
 Clerk to the Courts- PT-Deborah Shaver-\$20.00 per hr.-bi-weekly  
 Assessor- Bryan Delaney-\$31,750-annual-bi-weekly  
 Sr. Acct Clerk-Geri Gorton-\$38,733-annual-bi-weekly  
 Geri Gorton-Longevity-\$725  
 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 - \$31,750 – annual-monthly  
 Town Clerk-Lisa Garigliano -\$52,494 -annual-bi-weekly  
 Registrar of Vital Statistics-Lisa Garigliano -\$1,455 -annual-bi-weekly  
 Registrar of Vital Statistics-Deputy- Janis Offringa -\$757–annual–bi-weekly  
 Deputy Town Clerk- FT-Janis Offringa -\$39,560 -annual-bi-weekly  
 Janis Offringa-Longevity-\$725  
 Clerk-PT-as needed within budget limits – Staci Conjura -\$20.00 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>.  
 Acct Clerk (Supervisor’s Asst) – FT- Brenda Devore-\$42,646 –annual–bi-weekly  
 Brenda Devore-Longevity-\$925  
 Superintendent of Highways-Preston Kelly-\$88,686 -annual-bi-weekly  
 Deputy Highway Superintendent-Ben Monell -Reg.Time-\$34.39 per hr.-Over Time- \$51.59  
 per hr.-bi-weekly  
 Ben Monell -Longevity- \$575.00  
 Building Maintenance – PT – Joe Bagley - \$25.13 per hr  
 Cleaner (Town Hall) PT-Michelle Dexheimer - \$20.00 per hr.-bi-weekly  
 Grounds Maintenance Worker (Town Hall Complex) PT-Benjamin Knight-\$27.63 per hr.-bi-weekly  
 Transfer Station Attendant -PT- Charles Clark - \$18.45 per hr.-bi-weekly  
 Transfer Station Attendant -PT- Walter VanVleet - \$18.45 per hr- bi-weekly  
 Transfer Station Attendant PT Temp. – Richard Bivins - \$16.24 per hr – bi-weekly  
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Transfer Station Attendant PT Temp. – Craig TerBush - \$16.24 per hr-bi-weekly  
Town Attorney-PT-Ken Klein-\$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~~ ————— \$125.00 per hr. for litigation  
Utilities Plant Attendant-PT- Joseph Bagley - \$25.13  
Utilities Plant Attendant-PT-Larry Bracken - \$25.13  
Dog Control Officer-PT-Danita Kristoff-\$11,721-annual-bi-weekly  
Deputy Dog Control Officer (Pound)-PT-Geraldine Gorton-\$18.00 per hr.-min. of two hours -bi-weekly  
Cemetery Maintenance-PT-(2x/year)-Benjamin Knight-\$1,808-annual  
Town Historian-PT-Carol Smythe-\$4,143 -annual-bi-weekly  
Engineer for Town-Glenn Smith-Fee Basis-\$135 per hr.  
Code Enforcement Officer-PT- Keith Stryker -\$35,000 – annual-bi-weekly – w/flexible hrs on average of 17.5 hrs per week  
Sewer District Administrator-PT-Keith Stryker-no compensation  
Asst Building Inspector-PT-                 - \$23.40 per hr., bi-weekly-w/flexible hrs. not to exceed 17 ½ hrs per week  
Health Officer – PT-Julie Starner-\$3,101 -annual-bi-weekly  
Board of Assessment Review Member (3)-\$80 per session-abstract  
Clerk to Board of Assessment Review-Janis Offringa -\$20.00 per hr.-bi-weekly  
Park and Recreation Director-PT-Cher Woehl-\$13,585-annual bi-weekly  
Pool Director – Janet Carey -\$8,169-annual-bi-weekly  
AM Swim Director – Janet Carey - \$3,651-annual  
Pool Lifeguard - 1-2 yrs – \$13.20 per hr.  
Pool Lifeguards - 3 yrs & up – \$13.45 per hr.  
Head Lifeguard - \$14.49 per hr  
WSI - \$15.64 per hr  
WSI (21 yrs or older) - \$18.22 per hr  
Pool Maintenance – Opening - \$20.85 per hr

On motion by Councilperson Keith Zanetti, seconded by Councilperson Scott Grey, put to a vote and UNANIMOUSLY CARRIED, the foregoing list of persons, striking out Assistant Town Attorney PT, were appointed to the positions named, salaries set and frequency of pay.

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

**OTHER**

1. Deputy Supervisor Richard Coombe Jr. reported to the Town Board that he stopped in downstairs at the Planning Board Meeting to inform them that the Town Board is searching for a replacement Professional Engineering Consulting Firm that the Planning Board will also have access to use.
2. The Annual **Agreement for the Expenditures of Highway Moneys** for **2022** was presented for signatures and filing.

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A motion was made by Councilperson Keith Zanetti, seconded by Councilperson Scott Grey to authorize the signing and filing of the 2022 Annual Agreement for Expenditures of Highway Money, put to a vote and UNANIMOUSLY CARRIED.

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

3. Cher Woehl discussed with the Board the insurance requirement for non-food vendors who are "at home" crafters vs. commercial vendors who already have insurance in place at the upcoming **Winterfest**. The Town's Insurance provider has been contacted for his opinion and it is the Town's decision on whether to require insurance or not. All food/beverage vendors will be required to have insurance.

**EXECUTIVE SESSION**

The Board **entered** into **Executive Session** at 8:02 pm on motion made by Deputy Supervisor Richard Coombe Jr., seconded by Councilperson Keith Zanetti, **to discuss a legal issue**, inviting Town Attorney Ken Klein to stay, put to a vote and UNANIMOUSLY CARRIED.

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

The Board **returned** from **Executive Session** at 8:11 pm on motion made by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr, put to a vote and UNANIMOUSLY CARRIED.

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

**ADJOURN OR RECESS:**

On motion by Councilperson Keith Zanetti, seconded by Councilperson Scott Grey, the meeting was adjourned at 8:12 P.M. put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

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Lisa Garigliano, Town Clerk