

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
APRIL 12, 2017**

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.

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

Other Officials

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

GUESTS

Jim Stangel	Brent Gotsch
Dominick Scanna	Jamie Dymond Brooks
Ken Walter	

- **Jamie Dymond-Brooks** gave a **Parks and Recreation** update.
- **Dominick Scanna** asked about the progress on the **fencing**. Supervisor Chris Mathews is hoping that it will be done soon but cannot guarantee it before the first game. Chris also hopes that Little League will use the field to play even if the fence has not been switched. An update on the work done at the Park was given by Mr. Mathews.
- **Brent Gotsch** briefly reported on the business that is before the **ZBA**.
- **Jim Stangel** briefly reported on the business that is before the **Planning Board**.
- **Ken Walter** is pleased that the pool bathrooms are being made ADA compliant and stressed how important the website is concerning the open meeting law. Ken commented on the smell issue with a kennel, sharing the cost of the flyer with others participating in screen free week. He also made the suggestion of opening up trips to nonresidents for the same price as residents to keep from having to cancel trips due to not filling a bus.

MINUTES OF PREVIOUS MEETING (S)

Minutes of the Regular Meeting held on March 8, 2017 was ACCEPTED AS SUBMITTED on motion by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

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SUPERVISOR'S RECEIPTS AND DISBURSEMENTS REPORT

The Supervisor's Report for the month of March 2017 was ACCEPTED AS RECEIVED 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.

TOWN CLERK DECALS AND MONTHLY FEE REPORT

ACCEPTED AS SUBMITTED 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 March 2017/April 2017
ORDERED RESTORED TO \$200.00 by the amount of \$6.99 used for batteries on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

PLANNING BOARD

Public Hearing Minutes (2) for March 1, 2017, Meeting Minutes for March 1, 2017 and Meeting Agenda for April 5, 2017 have been filed with the Town Clerk.

ZONING BOARD

Agenda for March 21, 2017 and Meeting Minutes for January 19, 2016 have been filed with the Town Clerk.

CODE ENFORCEMENT OFFICER REPORT

Monthly Receipts Report and Mileage Log and Inspection Report for the month of March 2017 has been filed with the Town Clerk.

Code Enforcement Officer Keith Stryker:

- Logged 138 Miles and took in \$958.85
- 3 Building Permits, 9 for the year
- 0 Building Permit Renewal, 0 for the year
- 7 Cert of Occupancy/Compliance for the month, 12 for the year
- 0 Complaints, 0 for the year
- 0 Violations, 0 for the year
- 7 Municipal Searches, 18 for the year
- 1 Fire Inspections, 2 for the year
- 1 Junk Yard Permit, 1 for year
- 0 Mobile Home Park Permit Renewals, 0 for the year
- 0 Temporary Use Permit, 0 for the year
- 0 Operating Permit, 0 for the year
- CEO required training – 8 hours of 24 hours required

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-Councilman Richard Coombe Jr. asked that the Code Enforcement Officer check to see if there has been any activity at the former New Age Health Spa.

HIGHWAY SUPERINTENDENT

1. Highway Preston requested permission to attend the **2017 Cornell Local Roads School in Ithaca on June 11th to the 14th**, 2017.

A motion was made by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti approving Highway Superintendent Preston Kelly's request to attend the 2017 NYS Highway Superintendent's Highway School in Ithaca, NY on June 11th - 14th, 2017, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

2. The bidding has closed on **Auction International** for the **sale of excess equipment**. The results were as follows:
 - a. Tahoe - \$880.00
 - b. Sander - \$1,075.00
 - c. Dump Body #1 - \$210.00
 - d. Dump Body #2 - \$720.00
 - e. Dump Body #3 - \$260.00
 - f. Dump Body Tandem #4 - \$1,525.00

A motion was made by Councilman Richard Coombe Jr., Seconded by Councilman Keith Zanetti to accept the sale of the above items through Auctions International, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

3. Preston would like to put the **dump body** that is soon to be removed and replaced up for auction on **Auction International**.

A motion was made by Councilman Michael Brooks, seconded by Councilman Keith Zanetti to put the dump body, once removed, up for sale on Auctions International, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

4. Highway Superintendent Preston Kelly would like to **go to bid for diesel fuel, heating fuel for both the Town Barns and Town Hall, gasoline, ice control sand, fine dry screenings, stone and crusher run**. Councilman Richard Coombe Jr. would like to adjust the specs for ice control sand to specify that it be brown natural sand and not gray sand.

A motion was made by Councilman Keith Zanetti, seconded by Councilman Michael Brooks to authorize the Town Clerk to advertise a request for bids for diesel fuel, heating fuel for both the Town Barns and Town Hall, gasoline, ice control sand, fine dry screenings, stone and crusher run. Bids will be required to be back in the

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hand of the Town Clerk by 2:00 pm on Monday, May 8, 2017. The Town Board reserves the right to reject any and all bids, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

5. The following is the **projected money** with the passage of the **State Budget**:

- a. CHIPS - \$245,138.86
- b. PAVE NY - \$55,955.26
- c. Extreme Winter Recovery (added funding for this year) - \$46,633.09
- d. Total - \$347,726.66

6. Preston would like to update the Board on the personnel issue he was having last fall. Supervisor Mathews would like to do that during executive session later in the meeting.

FILINGS AND CORRESPONDENCE FILED WITH TOWN CLERK

1. Oath of Office filed for:
 - a. Dale Robin Kufert – Fire Police Grahamsville Fire District
 - b. Kim Rock – Parks and Recreation Advisory Board
 - c. Arthur Rubenzahl – Fire Police Neversink Fire District
 - d. Melanie Schwartz – Parks and Recreation Advisory Board
2. From Sullivan County Clerk’s Office:
 - a. Lot Improvement for Schoenburg Family LLC
 - b. Lot Improvement for Porter & Sands
3. Certificates of Education from Sullivan County Division of Planning and Environmental Management received for:
 - a. Forest Darder – SEQRA & Special Use Permits – Total 3 Credits
 - b. Dave Forshay - SEQRA & Special Use Permits – Total 3 Credits
 - c. Eric Horton - SEQRA & Special Use Permits – Total 3 Credits
 - d. James Stangel - SEQRA & Special Use Permits – Total 3 Credits
4. 2016 TON Annual Report has been filed with the Comptroller’s Office.

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 budget amendment resolution was presented for the Board’s consideration. Councilman Richard Coombe Jr. questioned why the smaller Chevy Colorado was being considered. Preston indicated it was to replace the Ford Explorer as a more economical vehicle.

**TOWN OF NEVERSINK
RESOLUTION NO. 5 OF 2017
BUDGET AMENDMENT**

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Whereas, at March 8, 2017 Board Meeting the discussion was made to purchase a new Chevy Colorado 4x4 Pickup per State Bid, and a new Dodge Crew Cab 4x4 with a Utility Body per State Bid at a total estimated cost of \$ 73,000.00 to come from Highway Fund Balance,

Now, therefore be it resolved that the Town Board authorizes the Supervisor to transfer \$ 73,000.00 from Fund Balance, to DA5130.2 Machinery, Equipment, and that the following budget amendment be made;

DA599 Appropriated Fund Balance- \$ 73,000.00
DA960 Appropriation – 73,000.00
DA5130.2 Machinery, Equip. – 73,000.00

Moved by: Councilman Keith Zanetti

Seconded by: Councilman Richard Coombe Jr.

And Adopted on Motion: April 12, 2017

2. The Town Clerk would like to **dispose of** certain **records** as per the State of New York Education Department's Records Retention and Disposition **Schedule MU-1**.

**TOWN OF NEVERSINK
RESOLUTION NO. 6 OF 2017
TO AUTHORIZE THE DISPOSITION OF CERTAIN RECORDS**

WHEREAS, The State of New York Education Department Records Retention and Disposition Schedule MU-1 provides the retention years for various records,

WHEREAS, the Records Retention Officer (Town Clerk) has reviewed the records held in the records storage area in the Town Hall,

WHEREAS, the Records Retention Officer has according to the Records Retention Disposition Schedule MU-1 marked records for disposal,

NOW, THEREFORE BE IT RESOLVED that the Records Retention Officer (Town Clerk) is hereby authorized to destroy those records marked for disposal.

Moved by: Councilman Keith Zanetti

Seconded by: Councilman Michael Brooks

And Adopted on Motion: April 12, 2017

3. The following resolution is to **authorize the purchase of the CAT Loader:**

**TOWN OF NEVERSINK
RESOLUTION NO. 7 OF 2017**

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Budget Amendment

Whereas, the Town of Neversink Highway Superintendent has been approved to purchase a Cat Loader from State Bid. The funds are not to exceed \$ 189,000.00 and are to be spent from the Machinery Capital Reserve, per Permissive Referendum.

Now Therefore Be It Resolved, that the Town Board authorizes the Supervisor to appropriate \$ 189,000.00 to H-2-5130.2 Machinery, Equipment, from H-2-599 Machinery Capital Reserve Fund Balance, and that the following budget amendment be made;

H-2-599 Appropriated Fund Balance -	\$ 189,000.00
H-2-960 Appropriations -	189,000.00
H-2-5130.2 Machinery, Equip. -	189,000.00

Moved by: Councilman Keith Zanetti

Seconded by: Councilman Richard Coombe Jr.

And Adopted on Motion: April 12, 2017

4. The following resolution is for the **purchase of a laptop for the historian:**

**TOWN OF NEVERSINK
RESOLUTION NO. 8 OF 2017
Budget Amendment**

Whereas, The Town of Neversink Historian needs a new computer, the Town Board budgeted for one in the 2016 Budget, The Town is purchasing one off a State Government Bid. It is a Lenova ThinkPad & accessories for a total cost of \$1,317.37. The 2016 Budgeted amount for Historian, Equipment is \$1,300.00. The Account needs to be increased by \$18.00, transferring the 18.00 from Historian ,Contractual Expense A7510.4 Account.

Now, Therefore be it resolved, that the Town Board authorizes the Supervisor to increase A7510.2 Historian, Equipment for 18.00 and decrease A7510.4 Historian, Contractual Expenses for 18.00, and that the following budget amendment be made;

A960 Appropriations -	\$ 18.00
A7510.4 Historian, Cont. Exp. –	18.00
A960 Appropriations-	18.00
A7510.2 Historian, Equipment -	18.00

Moved by: Councilman Richard Coombe Jr.

Seconded by: Councilman Keith Zanetti

And Adopted on Motion: April 12, 2017

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5. In anticipation of **Spring Cleanup** being sponsored by the Sullivan County Legislature the following resolution is being presented for the Board's approval. Dates for said Spring Cleanup were discussed and it was decided to hold it on **June 3, 7 and 10** due to a variety of activities that are scheduled during the month of May.

**TOWN OF NEVERSINK
RESOLUTION NO. 9 OF 2017
CLEANUP INITIATIVE
"SPRING CLEANUP 2017"**

WHEREAS, we anticipate the Sullivan County Legislature will adopt the Sullivan County Cleanup Initiative 2017 Program; and

WHEREAS, the Town Board of the Town of Neversink hereby authorizes the Supervisor, Chris Mathews, to sign the anticipated municipal agreement with the County of Sullivan to cooperate in conducting a municipal cleanup; and

NOW THEREFORE, BE IT RESOLVED, that the Town of Neversink anticipates holding the municipal cleanup program on June 3, 7 and 10, 2017

Moved by: Councilman Keith Zanetti

Seconded by: Councilman Scott Grey

Adopted UNANIMOUSLY by VOTE: AYES 5 NAYS 0.

6. Supervisor Mathews indicated that he would like to **appoint Janet Carey as Recreational Director** for the 2017 Pool Season and **Swim Director** for the **2017** Summer Swim Program at the salary rate of \$7,154 for Pool and \$3,048 for AM Swim.

A motion was made by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, to appoint Janet Carey as Recreational Director for the 2017 Pool Season and Swim Director for the 2017 Summer Swim Program at the salary rate of \$7,154 for Pool and \$3,048 for AM Swim, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

7. The Board discussed need for getting someone else for the **Town's website**. One of the Town's software suppliers, **BAS**, does websites. Right now they supply the software and support for the Town Clerk and Code Enforcement programs. The website proposal from BAS is less than the quote that Supervisor Mathews got from Eric who does websites. The Town Board made the following motion that is subject to Councilman Michael Brook's approval. (Approval received from Councilman Brooks on 4/20/2017 to go ahead with BAS.)

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A motion was made by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti to accept the website proposal from BAS, subject to Councilman Michael Brook's approval, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

8. Supervisor Mathews, Councilman Zanetti and CEO Keith Stryker toured the **pool bathrooms** and have come up with a plan to rehab the existing bathrooms and add a ramp to make it handicapped accessible.
9. The County's **Pride Awards** are coming up. Supervisor Mathew's asked for input on who should be nominated from the Town of Neversink this year.
10. Chairman of the County Legislature, **Luis Alvarez**, is scheduled to come to our August 9th Meeting to speak about what is going on in the County. The Board discussed possibly having a special meeting before that date.
11. Supervisor Mathews and Councilman Brooks met with **Spectrum** to talk about cable service in the Town of Neversink. Councilman Brooks also met with the Robert and Daniel McGuigan about fixed wireless.

EXECUTIVE SESSION

The Board entered into Executive Session at 9:35 pm on motion made by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, to discuss a personnel matter, with Highway Superintendent Preston Kelly present, potential for contract litigation with the installer of the fence at the Route 42 Community Park and the potential appointment of a person to the maintenance position, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

The Board returned from Executive Session at 10:31 pm on motion made by Councilman Keith Zanetti, seconded by Councilman Scott Grey, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

12. The Personnel Committee met with five candidates for the **maintenance position** and found two individuals who were qualified and had the skill set required to do the job they were looking for. One individual resides in the Town of Neversink and the other individual does not. Councilman Richard Coombe Jr. requested that the record show that it would be the Board's preference to hire the individual that lives in the Town of Neversink but that person they believe has a conflict of interest given that part of the job involves Parks and the Parks Officer is that person's spouse. As a result the personnel committee would recommend that the Town hires Joe Bagley.

A motion was made by Councilman Keith Zanetti, seconded by Councilman Scott Grey to appoint Joe Bagley to the position of maintenance person, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

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PAYMENTS OF CLAIMS AND VOUCHERS

• Abstract #4	\$ 112,103.34
• Vendor Payments	<u>96,516.80</u>
	Total \$ 208,620.14

Vouchers and Claims were reviewed by the Board and authorized to be paid on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

ADJOURN OR RECESS

On motion by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, the meeting was adjourned at 10:43 pm, put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

Lisa Garigliano, Town Clerk