

**TOWN OF NEVERSINK TOWN BOARD
SPECIAL TOWN BOARD MEETING
March 27, 2024**

The Special Meeting of the Town of Neversink Town Board was called to order at 7:30 pm by Supervisor Chris Mathews with the Pledge of Allegiance.

ROLL CALL

Board Members

Supervisor Chris Mathews	Present
Councilperson Jim Schmidt	Present
Councilperson Nicole Gorr	Present
Councilperson Scott Grey	Present
Councilperson Richard Coombe Jr.	Present

GUESTS

Joe Bagley
Walt Zeitschel

The purpose of the meeting was to **discuss/evaluate organizational structure and job descriptions within town positions**. Supervisor Matthews opened the meeting, welcoming all and asking Joe Bagley for a maintenance update.

The update is as follows:

- Joe Bagley reports that the **pool** cover had come loose and when he investigated it, he found that the water level was low in pool. After refilling the pool (3/18/24) it lost 7” of water. He approximates that the **pool is losing water** at a rate of approximately 1” per day and liner of pool has begun to crack/come loose from the lack of water in the pool. The decision was made for Joe to contact Royal Pools in Middletown to discuss having someone come to investigate/find leak.
- He also reported that the **bathrooms are open at the fairgrounds**.
- The **hydrants at the fairgrounds** are not up to code per Department of Health. Schmidt’s recommended these hydrants and said they were DOH compliant. More information will be forthcoming as Joe investigates it further.
- Concrete will be poured in **garage** tomorrow and door is on order.
- Department of Health is informing town that **pavilion kitchen at the Fairgrounds** is cleared to use for private functions but may not be used for town/public functions until it is brought into compliance. It needs sealed floors/surfaces, a three bay sink and cannot be used for storage in any way. Discussion was had regarding **updating/possible expansion of fairgrounds pavilion in future**.
- **Route 42 park bathrooms** are close to being opened. Little League starts next week and Joe would like to have them open by that time. It was decided that it is now warm enough to turn the water on, open bathrooms and finish **installing heaters (work done by Summit) in bathrooms/kitchen**.
- It was brought to the town’s attention that some of the public is ignoring current locks, at **transfer station**, leading to **unauthorized dumping**. Installing cameras should deter this and marriage locks from town and county can be put on gates. Supervisor Mathews to contact county to facilitate this.
- **Water building at fairgrounds** should have a camera and an external red light to indicate when power is out, wi-fi will be needed to accomplish.
- Department of Health was also concerned about the **water pressure at the fairgrounds**. Glenn Smith will be advised and pressure will be tested further after everything is turned on and tied together.

**TOWN OF NEVERSINK TOWN BOARD
SPECIAL TOWN BOARD MEETING
March 27, 2024**

SUPERVISOR

- Councilperson Richard Coombe, Jr. opened discussion regarding the **organizational structure/job descriptions of town positions**.
- Teri Lockhart, Bookkeeper, will be retiring in December, Planning/Zoning Clerk position has been difficult to fill and he believes that it is time to **reexamine positions within the town** to hire people for longevity and with the proper skill set. Town Board agreed and each member weighed in on how town positions should be organized.
- Discussion was had to keep **CEO** position part time for building inspections and to hire another part time inspector to assist with violations and fire inspections. Additional clerical support will be needed.
- **Clerk of Court** needs to remain a separate position.

EXECUTIVE SESSION

The Board **entered into Executive Session** at 9:16 pm on motion made by Councilperson Richard Coombe, Jr., seconded by Councilperson Scott Grey, **to discuss the personnel matter related to the hiring or firing or job performance of a specific employee**, put to a vote, and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

The Board **returned from Executive Session** at 9:49 pm on motion made by Councilperson Richard Coombe, Jr., seconded by Councilperson Scott Grey, put to a vote, and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

A motion was made by Councilperson Scott Grey, seconded by Councilperson Richard Coombe Jr., to **create two positions** within the Town of Neversink. The first position will be **Bookkeeper to the Supervisor/Budget Officer/Payroll and Personnel**. The second position will be a **Civil Service position as Clerk to PBA/ZBA/BAR/Assessor's Office and Code Enforcement offices**. Salaries for both positions to be discussed at April 10th 2024 Town Board meeting, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

ADJOURN OR RECESS

On motion by Councilman Richard Coombe Jr., seconded by Scott Grey, put to a vote and UNANIMOUSLY CARRIED the meeting was adjourned at 9:52 pm.

Respectfully Submitted,

Staci Conjura, Town Clerk