

**TOWN OF NEVERSINK TOWN BOARD  
TOWN BOARD MEETING  
TENTATIVE AGENDA AUGUST 14, 2024**

**CALL TO ORDER**

The Regular Meeting of the Town of Neversink Town Board called to order at 7:30 p.m. by Supervisor Chris Mathews with the Pledge of Allegiance.

**ROLL CALL**

**TOWN BOARD MEMBERS**

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

**OTHER TOWN OFFICIALS**

Code Enforcement Officer Keith Stryker  
Highway Superintendent Preston Kelly  
Parks & Recreation Director Tanya Huggler

**GUESTS**

**MINUTES OF PREVIOUS MEETING (S)**

Regular Meeting – July 10, 2024

**SUPERVISOR'S RECEIPTS & DISBURSEMENT REPORT**

Month of July 2024

Revenue Report, Expense Report and Trial Balance for 7/1/2024-7/31/2024

**TOWN CLERK DECALS AND MONTHLY FEE REPORT**

Month of July 2024

**TOWN CLERK MONTHLY PETTY CASH REPORT**

Month of July 2024/August 2024

No expenditures made.

**REPORTS AND MATTERS OF TOWN OFFICIALS**

**CODE ENFORCEMENT OFFICER**

**Code Enforcement Officer Report for July 2024**

- 197 Miles
- \$1737.25 Receipts
- 12 Building Permits, total 57 for year
- 1 Building Permit Renewal, total 2 for year
- 11 Certificate of Occupancy/Certificate of Compliance, total 74 for year
- 0 Complaint, total 0 for year
- 0 Violations, total 2 for year
- 2 Municipal Searches, total 37 for year
- 0 Fire Inspections, total 1 for year
- 0 Junk Yard Permit, total 0 for year

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- 0 Mobile Home Park Permit Renewal, total 2 for year
- 0 Operating Permit, 0 total for year
- 0 Special Use Permit, total 0 for year
- 1 Fireworks Permit, total 1 for year
- 0 CEO KS Training Hours, total 23 for year
- 0 FOIL Request, total 1 for year
- 0 Fire Calls, total 6 for year

**HIGHWAY SUPERINTENDENT**

**PARKS & RECREATION**

- Minutes from 07/30/2024 meeting

**PLANNING BOARD**

**ZONING BOARD**

**FILINGS/CORRESPONDENCE WITH TOWN CLERK**

- Oath of Office:
  - Daniel D'auria, Deputy Superintendent of Highways 07/25/24
  - Tanya Huggler, Director Parks & Recreation
- NYS Gaming Commission Quarterly Statement of Bingo Operations from Daniel Pierce Library to be filed.
- Email from Brian Scardefield re: NY SWIMS Lifeguard Incentive Program.

**PUBLICATIONS**

**SUPERVISOR**

- Denman Mountain Planters, Town Hall & Route 42 Park Plants.
- Head Lifeguard salary adjustment.
- Resolution No. 13 of 2024 – Justice Court Assistance Program.
- Glenn Smith's recommendation regarding a/c system in Town Hall.
- Linstar proposals.

**PAYMENT OF CLAIMS AND VOUCHERS**

- Vendor Payments \$ 6937.17
- Abstract #7 \$ PENDING
- Total \$ PENDING

**ADJOURN OR RECESS:**

**TOWN OF NEVERSINK TOWN BOARD  
REGULAR MEETING  
July 10, 2024**

**CALL TO ORDER**

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
Councilperson Jim Schmidt	PRESENT
Councilperson Nicole Gorr	ABSENT
Councilperson Scott Grey	ABSENT (PLANNED)
Councilperson Richard Coombe Jr.	PRESENT

**Other Officials**

Highway Superintendent Preston Kelly	PRESENT
Code Enforcement Officer Keith Stryker	PRESENT

**GUESTS**

Tanya Huggler	
Brian McPhillips	Vincent Kurzrock
Teri Lockhart	

- **Tanya Huggler** gave update for **Parks & Rec Dept.** who will be hosting their **first movie event** of the summer, with a viewing of Wonka. Little League will be selling hot dogs, pretzels & slushies out of their booth, P&R will give out popcorn and there will be Wonka themed crafts prior to movie.
- **Legislator Brian McPhillips** discussed Sullivan County’s \$2.7 million dollar program to help EMS with response time with the introduction of 2 “**fly cars**” which will carry EMT’s and/or Paramedics to emergency calls 7days/week, 24hours/day for the next two years. This should help alleviate the stress put on our local responders. The long-term goal it to have NYS recognize EMS as an essential service.

**MINUTES OF PREVIOUS MEETING(S)**

Minutes of the Regular Meeting held on June 12, 2024 were ACCEPTED AS SUBMITTED on motion by Councilperson Jim Schmidt, seconded by Councilperson Richard Coombe, Jr., put to a vote, and UNANIMOUSLY CARRIED.

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

**SUPERVISOR’S RECEIPTS AND DISBURSEMENTS REPORT**

The Supervisor’s Report for the month of June 2024 and the Revenue Report, Expense Report and Trial Balance for 6/1/24-6/30/24 were ACCEPTED AS RECEIVED and filed on motion by Councilperson Richard Coombe, Jr., seconded by Councilperson Jim Schmidt, put to a vote, and UNANIMOUSLY CARRIED.

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

**TOWN CLERK DECALS AND MONTHLY FEE REPORT**

**TOWN OF NEVERSINK TOWN BOARD  
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ACCEPTED AS SUBMITTED for the month of June 2024 to be filed on motion by Councilperson Richard Coombe, Jr., seconded by Councilperson Jim Schmidt, put to a vote, and UNANIMOUSLY CARRIED.

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

**TOWN CLERK MONTHLY PETTY CASH REPORT**

Month of June 2024

No expenditures made.

**CODE ENFORCEMENT OFFICER**

Code Enforcement Officer Report for June 2024

- 87 Miles
- \$1390.00 Receipts
- 7 Building Permits, total 33 for year
- 0 Building Permit Renewal, total 1 for year
- 5 Certificate of Occupancy/Certificate of Compliance, total 63 for year
- 0 Complaint, total 0 for year
- 0 Violations, total 2 for year
- 11 Municipal Searches, total 35 for year
- 0 Fire Inspections, total 1 for year
- 0 Junk Yard Permit, total 0 for year
- 0 Mobile Home Park Permit Renewal, total 2 for year
- 0 Operating Permit, 0 total for year
- 0 Special Use Permit, total 0 for year
- 0 Fireworks Permit, total 0 for year
- 0 CEO KS Training Hours, total 23 for year
- 0 FOIL Request, total 1 for year
- 0 Fire Calls, total 6 for year

**PARKS & RECREATION DIRECTOR**

**HIGHWAY DEPARTMENT**

1. Highway Superintendent Preston Kelly gave **an update on the truck that was badly damaged** when the wheel came off; it is back from repairs and it is “working better than it has in a long time.”
2. Kelly stated that the **paving at Fairgrounds** is ongoing and should be completed in the next week or two finishing up all the work for the new water system that was installed.
3. The **paving on agreement for CHIPS** funding is completed.
4. The Highway Dept had **stone leftover from tarring/chipping** that was unusable for tarring/chipping; it was used at the Grahamsville Pool for landscaping. Highway pulled the weeds, laid new landscape fabric, and put the stone down improving appearance.

**PLANNING BOARD**

**TOWN OF NEVERSINK TOWN BOARD  
REGULAR MEETING  
July 10, 2024**

**BOARD OF ASSESSMENT REVIEW**

- Minutes for 05/29/2024 Meeting

**TOWN CLERK**

**FILINGS AND CORRESPONDENCE FILED WITH TOWN CLERK**

- Amended Agreement for the expenditure of Hwy funds to be filed.
- 2024 Final Assessment Roll to be filed.
- DOH Permit for Fairgrounds to be filed.
- Time & Valleys Museum thank you letter for sponsoring Chicken BBQ.
- Geocaching the Dove Trail.

Items were ORDERED LOGGED and FILED on motion by Councilperson Richard Coombe, Jr., seconded by Councilperson Jim Schmidt, put to a vote, and UNANIMOUSLY CARRIED.  
VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

**PUBLICATIONS**

- Talk of the Towns & Topics

**SUPERVISOR**

1. Supervisor Chris Mathews gave **update on Grahamsville Pool**. It is up and running, with no signs of water level dropping and he is looking forward to a successful pool season.
2. The **kitchen at Fairgrounds** was briefly discussed by the Town Board. The decision was made to look into what is needed to bring it up to DOH code for the municipality to use for events. As it is, per DOH guidelines, the kitchen can only be used by private parties.
3. The following resolution was presented for the Board's consideration:

**TOWN OF NEVERSINK  
RESOLUTION NO. 12 of 2024  
BUDGET AMENDMENT**

**WHEREAS**, there needs to be an increase to A7180.4, Special Rec Facilities, Contractual Expense for emergency Pool repairs due to a leak in the Town Pool for \$8,500.00, the amount to be transferred from A1990.4, Contingent Account,

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board authorizes the Supervisor to do the above transfer and that the following budget amendment be made;

A960 Appropriations- \$ 8,500.00  
    A1990.4 Contingent Acct - 8,500.00  
        A960 Appropriations- \$ 8,500.00  
            A7180.4 Special Rec Facilities, Cont. Exp – 8,500.00

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**Moved By: Councilperson Richard Coombe, Jr.  
Seconded By: Councilperson Jim Schmidt  
And Adopted on Motion: July 10, 2024**

**EXECUTIVE SESSION(S)**

The Board **entered** into **Executive Session** at 7:56 pm on motion made by Councilperson Richard Coombe Jr., seconded by Councilperson Jim Schmidt, to discuss the hiring, firing of Town employees and invited **Preston Kelly** to remain, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

The Board **returned** from **Executive Session** at 8:37 pm on motion made by Councilperson Richard Coombe Jr., seconded by Councilperson Jim Schmidt, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

The Board **entered** into **Executive Session** at 8:43 pm on motion made by Councilperson Richard Coombe Jr., seconded by Councilperson Jim Schmidt, to discuss the hiring, firing of Town employees and invited **Keith Stryker** to remain, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

The Board **returned** from **Executive Session** at 8:45 pm on motion made by Councilperson Richard Coombe Jr., seconded by Councilperson Jim Schmidt, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

The Board **entered** into **Executive Session** at 8:47 pm on motion made by Councilperson Richard Coombe Jr., seconded by Councilperson Jim Schmidt, to discuss the hiring, firing of Town employees and invited **Teri Lockhart** to remain, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

The Board **returned** from **Executive Session** at 8:26 pm on motion made by Councilperson Richard Coombe Jr., seconded by Councilperson Jim Schmidt, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

**OTHER**

1. The **Personnel Committee** recommended hiring Tanya Huggler for the position of Parks & Recreation Director.

A motion was made by Councilperson Richard Coombe Jr., seconded by Councilperson Jim Schmidt to **hire Tanya Huggler as Parks & Recreation Director** on an annual salary of \$14,615.00 pro rata for the remainder of the year, paid bi-weekly, with condition that it is a

**TOWN OF NEVERSINK TOWN BOARD**  
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provisional appointment with the requirement for her to sit for the Civil Service test, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

**PAYMENTS OF CLAIMS AND VOUCHERS**

1. Vendor Payments	\$ 5,799.49
2. Abstract #7	<u>\$ 362,045.91</u>
Total	\$ 367,845.40

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

VOTE: AYES 3 NAYS 0 ABSENT 2 (Grey, Gorr).

**ADJOURN OR RECESS**

On motion by Councilperson Richard Coombe, Jr., seconded by Councilperson Jim Schmidt, the meeting was adjourned at 8:52 pm, put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

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Staci Conjura, Town Clerk

# TOWN OF NEVERSINK

## Building Department

Code Enforcement Report for the Month of July 2024

Town Car Mileage: 197

Office Receipts: \$1,737.25

- Building Permits Issued: M - 12 Y - 57
- Building Permit Renewals: M - 1 Y - 2
- Certificates of Occupancy / Compliance: M - 11 Y - 74
- Complaints: M - 0 Y - 0
- Violations: M - 0 Y - 2
- Municipal Search: M - 2 Y - 37
- Fire Inspections: M - 0 Y - 1
- Junkyard Permit: M - 0 Y - 0
- Mobile Home Park Permit: M - 0 Y - 2
- Operating Permit: M - 0 Y - 0
- Special Use Permit: M - 0 Y - 0
- Fireworks Permit: M - 1 Y - 1
- Training Hours CEO KS: M - 0 Y - 23
- FOIL: M - 0 Y - 1
- Fire Call: M - 0 Y - 6

Keith Stryker



Code Enforcement Officer



# Permit Monthly Report

07/01/2024 - 07/31/2024

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
<b>July</b>	<b>2024</b>					
24046	07/02/2024	Anthony Garigliano	Res. Alter/Renovate	7869 State Route 42 (Anthony Jennifer Garigliano) SBL#: 26.-1-34	\$50,000.00	\$50.00
<b>Description of Work:</b>						
SITE #1 - EXISTING SF HOUSE #7867 - RENOVATION OF THE TWO STORY HOUSE TO INCLUDE INSULATION, DRYWALL, ELECTRICAL SERVICE AND WIRING, PLUMBING, REPLACE FRONT DORMER, WALL AND RE-ROOF WITH SHINGLES. (1,300 SF) FINAL ELECTRICAL INSPECTION BY AN APPROVED THIRD PARTY AGENCY.						
24047	07/02/2024	Cherie - George Hinkley	Modular	TBD TBD (Hinkley, Cherie, George) SBL#: 45.-1-27.5	\$300,000.00	\$387.80
<b>Description of Work:</b>						
VACANT 2.39 ACRE PARCEL - NEW CONSTRUCTION OF A 30 X 60, SINGLE FAMILY, RANCH STYLE MODULAR HOME OVER A FULL UNFINISHED CONCRETE BASEMENT WITH A 2 CAR GARAGE. 3 BEDROOMS, 2 FULL BATHS. 4X4 OPEN FRONT DECK, 6X6 OPEN REAR DECK. INCLUDES A DRILLED WELL, NYCDEP CENTRAL SEWER LINE CONNECTION. NYS ENERGY CODE COMPLIANT. (1,800 SF)						
24048	07/02/2024	Megan Smith	Res. Modular	6 Walker Road (M. Smith / J. Curry) SBL#: 45.-1-27.7	\$285,000.00	\$370.25
<b>Description of Work:</b>						
VACANT 2.13 ACRE PARCEL - NEW CONSTRUCTION OF A 28 X 48, SINGLE FAMILY, RANCH STYLE MODULAR HOME OVER A FULL UNFINISHED CONCRETE BASEMENT. 3 BEDROOMS, 2 FULL BATHS. 4X4 OPEN SIDE DECK, 3X5 COVERED ENTRY. INCLUDES A DRILLED WELL, NYCDEP CENTRAL SEWER LINE CONNECTION. DETACHED 24 X24 STEEL GARAGE OVER A CONCRETE SLAB. AS PER PLANS. NYS ENERGY CODE COMPLIANT. (1,312 SF)						
24049	07/09/2024	Sandra Shaddock	Electric	48 Wagner Rd SBL#: 31.-1-6.18	\$28,548.29	\$50.00
<b>Description of Work:</b>						
EXISTING SF HOUSE - NEW INSTALLATION OF A MITSUBISHI, 4 HEAD, 4 TON HEAT PUMP HVAC SYSTEM AND RELATED ELECTRICAL. INSTALLATION AS PER MANUFACTURERS SPECIFICATIONS AND FINAL ELECTRICAL INSPECTION BY AN APPROVED 3RD PARTY AGENCY.						

# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
24050	07/11/2024	Larry McGarry	Res. Accessory	73 Mutton Hill Rd SBL#: 30.-1-17	\$16,000.00	\$90.00
<b>Description of Work:</b>						
EXISTING SF HOUSE - NEW CONSTRUCTION OF A 12 X 25 GAZEBO IN THE REAR YARD AREA . NO SERVICES. (300 SF)						
NEW CONSTRUCTION OF A 12 X 25 WOOD FRAME STORAGE SHED. NO SERVICES. (300 SF)						
24051	07/11/2024	Craig Ter Bush	Electric	36 Scott Brook Rd SBL#: 25.-1-5.8	\$39,647.00	\$100.00
<b>Description of Work:</b>						
EXISTING SF HOUSE - NEW INSTALLATION OF A LENNOX MLB-018, 3 HEAD SPLIT SYSTEM HEAT PUMP AND RELATED ELECTRICAL. INSTALLATION AS PER MANUFACTURERS SPECIFICATIONS AND FINAL ELECTRICAL INSPECTION BY AN APPROVED 3RD PARTY AGENCY.						
24052	07/11/2024	Saadia Van Winkle/ Jonathan Skinner Van Winkle	Res. Alter/Renovate	275 Mutton Hill Rd  SBL#: 36.-1-16	\$100,000.00	\$216.00
<b>Description of Work:</b>						
EXISTING HOUSE SHELL - REBUILD THE INTERIOR WALLS, ELECTRICAL, PLUMBING, INSULATION. 2 BEDROOMS, 2 FULL BATHS, 1 HALF BATH, KITCHEN, LIVING ROOM, PLAYROOM. ALTERATION AS PER PLANS. (1,440 SF) FINAL ELECTRICAL INSPECTION BY AN APPROVED 3RD PARTY AGENCY.						
24053	07/16/2024	Kelly Jones	Res. Accessory	24 Bungalow Brook Rd SBL#: 3.-1-28.7	\$47,500.00	\$64.80
<b>Description of Work:</b>						
EXISTING SF HOUSE - ALTERATION AND EXPANSION TO THE EXISTING WOOD FRAME DECK. CONVENTIONALLY FRAMED OVER PRE CAST FOOTINGS. NEW DECK SIZE IS 18 X 24 WITH A ROOF EXTENSION OVER THE DECK AND ADD SCREENING. (432 SF) NO SERVICES.						
24054	07/25/2024	Anastasia Bezhanova	Driveway	Klothe Dr SBL#: 28.-1-15.69	\$8,000.00	\$50.00
<b>Description of Work:</b>						
EXISTING VACANT, 2 ACRE, CORNER PARCEL, RR-2 ZONE - NEW CONSTRUCTION OF AN 10N APPROVED CIRCULAR DRIVEWAY ON KLOTHE DRIVE.						

# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
24055	07/25/2024	Wladyslaw Sidorowicz	Demolition	318 Mutton Hill Rd SBL#: 36.-1-13.13	\$5,000.00	\$50.00
<b>Description of Work:</b>						
EXISTING SF HOUSE - REMOVAL OF A 1,000 GALLON UNDERGROUND TANK AND SOIL TESTING. DISPOSAL IN A LAWFULL MANNER.						
24056	07/25/2024	Altaf Singh	Res. Alter/Renovate	5 Brookside Dr SBL#: 38.-5-15	\$30,000.00	\$113.40
<b>Description of Work:</b>						
EXISTING SF HOUSE - RENOVATION OF THE EXISTING 2 BEDROOM, 1 BATH (756 SF) HOUSE, INCLUDES INSULATION, WINDOWS, DRYWALL, ROOFING, ELECTRICAL, JACKING HOUSE AND RE-SUPPORT WITH CONCRETE FOOTINGS. FINAL ELECTRICAL INSPECTION BY AN APPROVED 3RD PARTY AGENCY.						
24057	07/25/2024	Steven Vogler	Foundation	Thunder Hill Rd SBL#: 43.-1-13.4	\$20,000.00	\$100.00
<b>Description of Work:</b>						
EXISTING VACANT, 16.56 ACRE PARCEL - NEW CONSTRUCTION OF A 28 X 50 INSULATED CONCRETE FOUNDATION FOR A FUTURE HOME. (1,400 SF)						
<b>July 2024 Total:</b>					<b>\$929,695.29</b>	<b>\$1,642.25</b>
<b>Reporting Period Total:</b>					<b>\$929,695.29</b>	<b>\$1,642.25</b>

Building Department Receipts  
**Town of Neversink**  
273 Main Street, P. O. Box 307  
Grahamsville, NY 12740



Building Department  
845 985 2262x302  
Fax 845 985 7686

	Date	Type	Amount
River Realty Services, Inc.	07/30/2024	Municipal Search	\$35.00
DataTrace	07/23/2024	Municipal Search	\$35.00
Houghtaling	07/11/2024	BP Renewal	\$25.00

Total Receipts **\$95.00**



**TOWN OF NEVERSINK  
RESOLUTION NO. 13 OF 2024  
RESOLUTION IN SUPPORT OF GRANT APPLICATION  
JUSTICE COURT ASSISTANCE PROGRAM 2024**

**WHEREAS**, the State Legislature established the Justice Court Assistance Program as an ongoing vehicle by which the State could assist Towns and Villages in the operation of their Justice Courts, and

**WHEREAS**, Justice Gotsch and Justice Scagnelli have advised the Town Board of the Town of Neversink of the Court's need for a new computer and printer with scanner,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of the Town of Neversink authorizes the Neversink Town Court to apply for a JCAP grant in the 2024-25 grant cycle up to \$1,665.15.

**Moved By:**

**Seconded By:**

**And Adopted on Motion: August 14, 2024**