

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
APRIL 09, 2025**

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 Councilperson Richard Coombe, Jr.

ROLL CALL

Board Members

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

Other Officials

Highway Superintendent Preston Kelly	PRESENT
Code Enforcement Officer Glenn Gabbard	ABSENT (PLANNED)
Parks & Recreation Director Tanya Huggler	ABSENT (PLANNED)

GUESTS

Walt Zeitschel	Hunter Yager
Joe Bagley	Jenny Yager
Cher Woehl	Vincent Kurzrock
Brian McPhillips	

- **Legislator Brian McPhillips** advised that his office did a **Resolution to encourage the State to expedite the purchase of OSI property (formerly Kerilands)** to the State in order to make it accessible to public sooner. His office has awarded monies to the **Time and the Valleys Museum for mulching** and he is currently **looking for volunteers within the Legislative District for the County's Charter Review Committee.**
- **Joe Bagley inquired about the plans to extend the Pavilion at the Fairgrounds.** A Construction Committee was formed to address the extension.
 - Joe advised that new maintenance worker, **Ernie Degastonguay is working out well and is interested in attending school in June to be certified to do the water testing** that is needed around Town.

MINUTES OF PREVIOUS MEETING(S)

Minutes of the Regular Meeting held on March 12, 2025 were ACCEPTED AS SUBMITTED on motion by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr, put to a vote, and UNANIMOUSLY CARRIED.

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

SUPERVISOR'S RECEIPTS AND DISBURSEMENTS REPORT

The Supervisor's Report for the month of March 2025 and the Revenue Report, Expense Report and Trial Balance for 3/1/25-3/31/25 were ACCEPTED AS RECEIVED and filed on motion by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr, put to a vote, and UNANIMOUSLY CARRIED.

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

TOWN CLERK DECALS AND MONTHLY FEE REPORT

ACCEPTED AS SUBMITTED for the month of March 2025 to be filed on motion by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt, put to a vote, and UNANIMOUSLY CARRIED.

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

TOWN CLERK MONTHLY PETTY CASH REPORT

Month of March 2025

No expenditures.

REPORTS AND MATTERS OF TOWN OFFICIALS

CODE ENFORCEMENT OFFICER

2025 Annual Report of Activity

Code Enforcement Officer Report for March 2025

- 226 Miles
- \$1010.00 Receipts
- 6 Building Permits, total 8 for year
- 1 Building Permit Renewal, total 1 for year
- 4 Certificate of Occupancy/Certificate of Compliance, total 7 for year
- 0 Complaint, total 1 for year
- 0 Violations, total 1 for year
- 4 Municipal Searches, total 11 for year
- 0 Fire Inspections, total 0 for year
- 0 Junk Yard Permit, total 1 for year
- 0 Mobile Home Park Permit Renewal, total 0 for year
- 0 Operating Permit, total 0 for year
- 0 Special Use Permit, total 0 for year
- 0 Fireworks Permit, total 0 for year
- 8 CEO Training Hours, total 15 for year
- 0 FOIL Request, total 0 for year
- 0 Fire Calls, total 1 for year

PARKS & RECREATION DIRECTOR

Parks and Recreation Director Tanya Huggler gave the following monthly update via email:

1. **Summer Camp Update** – 72 children signed up throughout the summer, grant application was submitted to Sullivan 180 for supplies & Dept of Health paperwork has been submitted.
2. **Senior & Adult Events** include:
 - Cards & Coffee, Needle Felting & possible Charcuterie, Karaoke & Comedy Night this summer at the Fairgrounds.
3. **Spring/Summer children's programming** will include Drive-in Movie & Activity Nights.
4. On June 14, 2025 Parks & Recreation is **partnering with the Roundout Neversink program to host "The Secret Life of Streams"** interactive workshop at the Fairgrounds.
5. Councilperson Richard Coombe, Jr. advised that he would like to see the **summer camp utilize the Town Pool as much as possible**. Options will be looked into to make the pool friendlier for smaller children in order to make that possible.

PLANNING BOARD

Meeting Agenda for February 5, 2025, *and* Meeting Minutes *accepted* for February 5, 2025, Public Notice of Cancellation of Meeting Scheduled for March 5, 2025 were filed with the Town Clerk.

ZONING BOARD OF APPEALS

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Public Notice of Cancellation of Meetings Scheduled for January 21, 2025; February 18, 2025 & March 18, 2025 were filed with the Town Clerk.

Appointment of Chairman to the Zoning Board will be addressed at a future Town Board meeting.

HIGHWAY DEPARTMENT

1. Highway Superintendent Preston Kelly would like to **go to bid for gasoline, diesel fuel, heating fuel for both the Town Barns and Town Hall, ice control sand, low abrasion crushed stones (1A, 1ST, #1 & #2), surge stone (light & Medium), fine dry screenings and crusher run (fine & course)**. Bid will be open on May 12, 2025 at 2:00 pm.

A motion was made by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt to authorize the Town Clerk to advertise a request for bids for gasoline, diesel fuel, heating fuel for both the Town Barns and Town Hall, ice control sand, low abrasion crushed stones (1A, 1ST, #1 & #2), surge stone (light & Medium), fine dry screenings and crusher run (fine & course). Bids will be required to be back in the hands of the Town Clerk by 2:00 pm on Monday, May 8, 2023. The Town Board reserves the right to reject any and all bids, put to a vote and **UNANIMOUSLY CARRIED**.

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

2. Preston gave an **update** on the new plow truck that was ordered April 2024; it will hit the assembly line in July 2025.
3. The **new beavertail trailer ordered off State Contract (Sourcewell)** is set to be delivered mid-June 2025.
4. Preston discussed **selling (2) older trailers on Auctions Unlimited** once new beavertail trailer arrives.

A motion was made by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr approving the sale of (2) trailers on Auctions International, put to a vote and **UNANIMOUSLY CARRIED**.

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

5. **CHIPS funding** has still not been determined; once NYS has passed its budget Preston will update further.
6. Preston asked permission to purchase the **2026 Mack Granite 4x6 Single Axle Plow Truck with Frink American/Everest Plow and Wing System**. Permissive Referendum held immediately prior to this Town Board meeting.

A motion was made by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt approving the purchase of a 2026 Mack Granite 4x6 Single Axle Plow Truck with Frink American/Everest Plow and Wing System at a total cost of \$320,000.00 to be spent out of Machinery Capital Reserve, put to a vote and **UNANIMOUSLY CARRIED**.

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

7. Preston reports that he has received multiple applications for the **Hwy Summer Help positions**. He has been advised by Town Attorney that he can hire Corrections Officers.
8. Preston advised that the **Slater Rd Pipe needs to be replaced**. He has been working with Streams Management and the DEP to get this accomplished. The Town will need to buy the concrete pipe for approximately \$327,000.00 and then be reimbursed, in full, by Streams Management and the DEP. The pipe has a 6-month lead time; the plan is to buy it now so that it can come in, be stored over winter and put in place Summer 2026.

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A motion was made by Councilperson Nicole Gorr, seconded by Councilperson Scott Grey approving the purchase of a concrete box pipe for Slater Rd in the amount of \$327,000.00 to be spent out of Emergency Road Repair Fund; only upon receipt of signed contract from Streams Management for reimbursement for the entire amount is received, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 4 NAYS 0 ABSENT 1 (Mathews).

TOWN CLERK

FILINGS AND CORRESPONDENCE FILED WITH TOWN CLERK

1. Town Clerk requested permission to attend NY Association of Local Governments Records (NYALGRO) Conference at the Villa Roma June 1-4, 2025

A motion was made by Councilperson Nicole Gorr, seconded by Councilperson Jim Schmidt approving Town Clerk's request to **attend the 2025 NYS Association of Local Governments Records (NYALGRO) Conference at the Villa Roma in Callicoon, NY on June 1st– 4th, 2025**, put to a vote and UNANIMOUSLY CARRIED.

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

2. Town Clerk presented **Flag Banners** to the Board. The design was approved. It was decided that **community sponsorships will be sold for \$200/flag until 25 or more flags are sponsored.** Sponsorships will be done through Town Clerk's Office. The Town will subsidize the remainder of the cost. Sponsors will be thanked publicly for their contributions to the program.
3. **TelAscent bill for tax bill mailout** briefly discussed. Town Attorney Ken Klein will be consulted on how to handle payment of bill moving forward. Legislator Brian McPhillips will get contact information from County office.

FILINGS/CORRESPONDENCE WITH TOWN CLERK

To Be Filed:

- FOIL Request 04/27/25 from SmartProcure; Completed 04/27/2025
- Town of Neversink Annual Financial Report for Fiscal Period 01/01/24-12/31/24
- Certificates of Liability Insurance from Sprague & Killeen
- Letter from Sullivan County Legislature re: Municipal Broadband Project/Catskill Open Access Network
- Maps from Sullivan County Clerk's Office:
 - Keriland Inc & 480 Pole Rd LLC
 - Keriland Inc. & fir Brook Hunting Camps, Inc.

Correspondence:

- (18) Thank you, letters/emails, addressed to Town Board regarding the OSI purchase of the Keriland's property.

Items were ORDERED LOGGED and FILED on motion by Councilperson Nicole Gorr, seconded by Councilperson Scott Grey, put to a vote, and UNANIMOUSLY CARRIED.

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

SUPERVISOR

1. The following Resolutions were presented for the Board's consideration:

**TOWN OF NEVERSINK
RESOLUTION NO. 8 OF 2025**

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BUDGET AMENDMENT

WHEREAS, a grant has been approved under the Justice Court Assistance Program to Town of Neversink for a copy machine and an APC backup, and the Town will receive \$ 355.98; and

NOW THEREFORE, BE IT RESOLVED, that the Town Board authorizes the Supervisor to increase the appropriation, and that the following budget amendment be made:

A510 - Estimated Revenue	\$ 355.98	
A3021 - State Aid - Court Facilities	355.98	
A960 - Appropriation	355.98	
A1110.2 Justice Equipment		299.99
A1110.4 Justice Contractual Expense		55.99

Moved by: Councilperson Scott Grey

Seconded by: Councilperson Nicole Gorr

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

**TOWN OF NEVERSINK
RESOLUTION NO. 9 OF 2025
BUDGET AMENDMENT**

WHEREAS, appropriations need to be increased in a General Fund Account;

WHEREAS, \$ 19,404.00 needs to be transferred to A1620.1 Buildings, Personal Services for the new Building Maintenance employee; and

WHEREAS, \$ 19,404.00 to be moved from A3620.1 Safety Inspection, Personal Services; and

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	\$ 19,404.00	
A3620.1 Safety Inspection, Personal Services	19,404.00	
A960 Appropriations		\$ 19,404.00
A1620.1 Buildings, Personal Services		19,404.00

Moved by: Councilperson Scott Grey

Seconded by: Councilperson Nicole Gorr

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

**TOWN OF NEVERSINK
RESOLUTION NO. 10 OF 2025
BUDGET AMENDMENT**

WHEREAS, the Highway Superintendent received approval at the March 12, 2025 Board Meeting to purchase a new Beavertail trailer for \$ 39,843.00 from CN Woods, and the funds are to come from unexpended Highway Fund Balance; and

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WHEREAS, the Town Board authorizes the Supervisor to transfer \$ 39,843.00 from Highway Fund Balance to Machinery, Equipment DA5130.2;

NOW THEREFORE, BE IT RESOLVED that the following budget amendment be made:

DA599 Appropriated Fund Balance	\$ 39,843.00
DA960 Appropriation	39,843.00
DA5130.2 Machinery, Equip.	39,843.00

Moved by: Councilperson Scott Grey

Seconded by: Councilperson Jim Schmidt

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

2. Councilperson Richard Coombe, Jr. briefly discussed plans to add onto the Fairgrounds Pavilion. **Preston Kelly and Joe Bagley were added to the Construction Committee** for this project.
3. **Parking lot shared by Town Hall and Bank needs to be seal-coated**, as well as, the **walking path at the Route 42 Park**. The following motion was made:

A motion was made by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt to go out to bid for seal-coating: (1) the Bank's Section of the parking lot (2) the Town's section of the parking lot & (3) the walking path & garage apron at the Route 42 Park to include the seal-coating & striping; bid opening to be May 12, 2025 at 2:00 pm, put to a vote and UNANIMOUSLY CARRIED.

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

4. Councilperson Nicole Gorr discussed applying for **Sullivan 180 Community Impact Grant** that recently came out to help pay for some of the projects that the Town will be working on this year. It was decided that Councilperson Nicole Gorr and Parks & Rec Director Tanya Huggler will take the lead on **completing the Grant Application Process for the Ice Rink/Splash Pad improvements** that have been discussed as both projects will have positive impact on the Neversink Community and Sullivan County.
5. The following motion was made:

A motion was made by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt to increase Joe Bagley's wages by \$2.00/hour, put to a vote and UNANIMOUSLY CARRIED.

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

EXECUTIVE SESSION

The Board **entered** into **Executive Session** at 8:38 pm on motion made by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr, **to discuss performance, hiring and firing of individuals**, put to a vote, and UNANIMOUSLY CARRIED.

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

The Board **returned** from **Executive Session** at 8:25 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).

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PAYMENTS OF CLAIMS AND VOUCHERS

• Health Insurance	\$ 93,813.95
(May 2025)	
• Vendor Payments	\$ 1,709.86
• Abstract #4	<u>\$ 232,690.04</u>
Total	\$ 328,213.85

Vouchers, Claims were reviewed by the Board and authorized to be paid on motion 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 Scott Grey, seconded by Councilperson Jim Schmidt, the meeting was adjourned at 9:14 pm, put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

Staci Conjura, Town Clerk