

TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
June 11, 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 Supervisor Chris Mathews.

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

Other Officials

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

GUESTS

Tom Gravel	Walt Zeitschel
Mike Dean	Brian McPhillips
Ian Constable	Vincent Kurzrock
David Brittenham	Cher Woehl

- **Tom Gravel of OSI (Open Space Institute)** was welcomed to the meeting by Supervisor Chris Mathews. He gave a brief presentation on the history of **the Blue Hill Property (formerly Keriland's)**. He explained the OSI acquisition, plans for future recreational use, and, ultimately, the purchase of the property by NYS which is anticipated to happen in the next two to three years.
- Councilperson Richard Coombe, Jr. discussed the **2025 Sullivan 180 Golden Feather Community Impact Grant awarded to the Town of Neversink to renovate and improve the ice rink at the Grahamsville Fairgrounds**. The project will need to go out to bid soon in order to start work in October after the Pumpkin Party. Highway Superintendent Preston Kelly will do the earth work; the concrete work will go out to bid as soon as specs are clarified/reviewed to include concrete for chillers to sit upon and accepted. The following motion was made:

A motion was made by Councilperson Richard Coombe, Jr., seconded by Councilperson Nicole Gorr for the Town Clerk to advertise and go to bid on the concrete work for the Fairgrounds Ice Rink as soon as specs are clarified, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

- Supervisor Chris Mathews publicly **thanked Pool Director Janet Carey** for being an “amazing asset to the Town.” He **praised Parks & Rec Director Tanya Huggler and the staff at Frost Valley for the “excellent work” done to move the Town closer to having a Summer Camp Program in the future**. He also took a moment to thank Tanya Huggler, Nicole Gorr and Jim Schmidt for all the hard work put into the Sullivan 180 Golden Feather Grant.
- **Mike Dean addressed the Town Board in an effort to find out why he was removed from the Neversink Zoning Board of Appeals at the May 14, 2025 Town Board meeting**. He recounted his many years of service to the Neversink community, expressed his displeasure at the Board’s decision to remove him and asked for explanation from the Town Board regarding his removal.

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Newly appointed **Zoning Board Chairperson Ian Constable addressed the Town Board and asked that the Board reconsider the action and allow Mike Dean to remain on the ZBA Board as an alternate member.** Councilperson Richard Coombe Jr. explained that the removal occurred during an executive session as personnel matters are not discussed in a public forum. Councilperson Coombe made a motion to go into executive session for further discussion inviting Mike Dean to stay.

EXECUTIVE SESSION

The Board **entered** into **Executive Session** at 8:29 pm on motion made by Councilperson Richard Coombe, Jr. seconded by Councilperson Nicole Gorr, to discuss the hiring, firing of Town employees and invited Mike Dean to stay, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The Board **returned** from **Executive Session** at 8:53 pm on motion made by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

MINUTES OF PREVIOUS MEETING(S)

Minutes of the Regular Meeting held on May 14, 2025 were ACCEPTED AS SUBMITTED on motion by Councilperson Jim Schmidt, seconded by Councilperson Nicole Gorr, put to a vote, and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

SUPERVISOR'S RECEIPTS AND DISBURSEMENTS REPORT

The Supervisor's Report for the month of May 2025 and the Revenue Report, Expense Report and Trial Balance for 5/1/25-5/31/25 were ACCEPTED AS RECEIVED and filed on motion by Councilperson Richard Coombe, Jr., seconded by Councilperson Scott Grey, put to a vote, and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

TOWN CLERK DECALS AND MONTHLY FEE REPORT

ACCEPTED AS SUBMITTED for the month of May 2025 to be filed on motion by Councilperson Richard Coombe, Jr., seconded by Councilperson Scott Grey, put to a vote, and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

TOWN CLERK MONTHLY PETTY CASH REPORT

Month of May 2025

No expenditures made.

REPORTS AND MATTERS OF TOWN OFFICIALS

CODE ENFORCEMENT OFFICER

Code Enforcement Officer Report for May 2025

- 405 Miles
- \$865.00 Receipts
- 9 Building Permits, total 26 for year
- 0 Building Permit Renewal, total 1 for year
- 3 Certificate of Occupancy/Certificate of Compliance, total 12 for year
- 1 Complaint, total 1 for year

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- 1 Violations, total 2 for year
- 6 Municipal Searches, total 23 for year
- 1 Fire Inspections, total 1 for year
- 0 Junk Yard Permit, total 1 for year
- 0 Mobile Home Park Permit Renewal, total 0 for year
- 0 Operating Permit, 0 total for year
- 1 Special Use Permit, total 1 for year
- 0 Fireworks Permit, total 0 for year
- 3 CEO GG Training Hours, total 40 for year
- 0 FOIL Request, total 0 for year
- 0 Fire Calls, total 1 for year

PARKS & RECREATION

1. Parks & Rec Director Tanya Huggler gave the following updates:
 - The Town of Neversink was **awarded the Sullivan 180 Golden Feather Grant to make the ice rink at the Fairgrounds permanent.**
 - **Summer Camp was canceled** due to low enrollment rates. Frost Valley generously offered to bus registered campers to their camp at no extra charge to the families and offered all counselors hired for the Town camp a job at Frost Valley.
 - Events coming up in the Parks & Rec Dept include:
 - A partnership with Roundout Streams this weekend to teach a **Streams Program and an upcoming Felting Workshop.**
 - **Councilperson Jim Schmidt commended Tanya on her excellent work for the grant presentation.**

HIGHWAY DEPARTMENT

1. Superintendent Preston Kelly requested an **amended agreement for expenditure of Hwy Funds be signed by Town Board. Agreement signed by Town Board as per request.**
2. **CHIPS** Repair State Funding (same as last year +/-):
 - Chips: \$ 395,313.00
 - Pave NY: \$ 83,766.46
 - EWR: \$ 71,743.22
 - POP: \$ 55,844.31
 - TOTAL \$ 606,666.99

PLANNING BOARD

ZONING BOARD

- Minutes for 05/20/2025 (Draft)

TOWN CLERK

- ❖ The Town Board was updated on **Flag Sponsorships. To date (23) flags have been sponsored.**

FILINGS/CORRESPONDENCE WITH TOWN CLERK

- **Filings:**
 1. Oath of Office:
 - Travis Hartman – ZBA Board Member
 - Ian Constable – ZBA Chairman

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2. Certificate of Insurance Coverage - NYS Disability & Paid Family Leave Benefits
 3. DOH Permit for Neversink Agricultural Society
 4. DOT Work Permit for Banners, Baskets, Etc
 5. FOIL request from Michael Dean 05/16/2025; Completed.
 6. FOIL request from Walter F. Zeitschel 06/10/25; Completed.
 7. From Sullivan County Clerk's Office:
 - o Lot Improvement – Costa 2025
- **Correspondence:**
 - o Email from Sullivan County BOE re: Even Year Law
 - o Email from Sullivan County DPW re: Right to Farm Signs

Items were ORDERED LOGGED and FILED on motion by Councilperson Richard Coombe, Jr., seconded by Councilperson Scott Grey, put to a vote, and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0 ABSENT 0.

PUBLICATIONS

SUPERVISOR

1. The **Slater Road Culvert** was discussed. The following motion was made:

A motion was made by Councilperson Richard Coombe, Jr., seconded by Councilperson Scott Grey authorizing Supervisor Chris Mathews to sign the agreement between the Town of Neversink and the Sullivan County Soil & Water Conservation District to purchase the Slater Rd culvert only upon acceptable clarification of the Article 10. Suspension and Termination clause contained within contract, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

2. **Supervisor Mathews updated the Town Board on the Construction Committee meeting that took place earlier this week. The Fairgrounds Pavilion extension** will be built on a concrete slab with the finishing work completed by Joe Bagley. After discussion, it was decided that he will contact **Town Engineer Glenn Smith to get specs for the concrete slab and/or pole barn** so that project can go out to bid. Highway Superintendent Preston Kelly will handle the site work and drainage.
3. Supervisor Mathews stated that **Happy Stump Tree Removal is almost done with removing the trees at the cemeteries.** Highway Superintendent Preston Kelly is reviewing the work as it is completed to make sure it is completed as per Bid specs.
4. **Sealcoating work will begin shortly at Town Hall** on the weekends with Superintendent Kelly overseeing the work done to make sure it is going according to Bid specs.
5. The **Town lease with the Neversink Agricultural Society at the Fairgrounds** was discussed briefly. It is up for renewal March 2026. Prior to this the Town Board will review the lease to see if any changes need to be made.

PAYMENTS OF CLAIMS AND VOUCHERS

- Health Insurance \$ 88,547.16
- Vendor Payments \$ 1,713.39
- Abstract #6 \$ 300,234.63
- Total \$ 390,495.18

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Vouchers, Claims were reviewed by the Board and authorized to be paid on motion by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt, put to a vote, and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0 ABSENT 0.

ADJOURN OR RECESS

On motion by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr, the meeting was adjourned at 9:13 pm, put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

Staci Conjura, Town Clerk