

**TOWN OF NEVERSINK TOWN BOARD
TOWN BOARD MEETING
TENTATIVE AGENDA AUGUST 13, 2025**

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 Glenn Gabbard
Highway Superintendent Preston Kelly
Parks & Recreation Director Tanya Huggler
Bookkeeper Patricia Gold
Historian Roger Edwards

GUESTS

MINUTES OF PREVIOUS MEETING(S)

Regular Meeting – July 9, 2025
Special Meeting – July 22, 2025

SUPERVISOR'S RECEIPTS & DISBURSEMENT REPORT

Month of July 2025
Revenue Report, Expense Report and Trial Balance for 7/1/2025-7/31/2025

TOWN CLERK DECALS AND MONTHLY FEE REPORT

Month of June 2025

TOWN CLERK MONTHLY PETTY CASH REPORT

Month of July 2025
No expenditures made.

REPORTS AND MATTERS OF TOWN OFFICIALS

CODE ENFORCEMENT OFFICER

Code Enforcement Officer Report for July 2025

- 242 Miles
- \$1848.49 Receipts
- 10 Building Permits, total 44 for year
- 0 Building Permit Renewal, total 1 for year
- 4 Certificate of Occupancy/Certificate of Compliance, total 18 for year
- 0 Complaint, total 1 for year
- 1 Violations, total 3 for year
- 6 Municipal Searches, total 61 for year
- 0 Fire Inspections, total 3 for year

**TOWN OF NEVERSINK TOWN BOARD
TOWN BOARD MEETING
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- 0 Junk Yard Permit, total 1 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
- 1 Fireworks Permit, total 1 for year
- 0 CEO GG Training Hours, total 40 for year
- 0 FOIL Request, total 2 for year
- 0 Fire Calls, total 6 for year

HIGHWAY SUPERINTENDENT

- Advertise for mowing help.

HISTORIAN

- Update from Historian's Office.

PLANNING BOARD

- Minutes from August 6, 2025

ZONING BOARD

- Cancellation notice for 08/19/2025 meeting.

TOWN CLERK

FILINGS

- FOIL request from SmartProcure – completed 07/14/25
- FOIL request from Michael Dean – completed 07/28/25
- DOT permit for flags & banners.
- DOT permit to replace timber flower beds with stone at Route 55 & Denman Mountain.
- Copy of SCAR petition from Aventine Properties.
- Certificate of Liability Insurance for Division of Public Works from Sprague & Killeen.
- Certificate of Liability Insurance for Neversink Ag Society for Grahamsville Fair from Sprague & Killeen
- Sullivan County Clerk's Office (2) Subdivision Maps: Carlsen & Manharbhai V. Patel
- Water Building Insurance Policy from Sprague & Killeen.
- Fully executed copy of Agreement for the Expenditure of Highway Moneys.
- Fully executed AYSO lease.

CORRESPONDENCE

PUBLICATIONS

- Observer – July 2025

SUPERVISOR

- Resolution No. 15 of 2025 – Budget Amendment
- Resolution No. 16 of 2025 – Budget Amendment
- Resolution No. 17 of 2025 – Disposition of Records
- Resolution No. 18 of 2025 – Justice Court Assistance Program
- Maintenance "On Call" Compensation

PAYMENT OF CLAIMS AND VOUCHERS

**TOWN OF NEVERSINK TOWN BOARD
TOWN BOARD MEETING
TENTATIVE AGENDA AUGUST 13, 2025**

- Health Insurance \$ Pending
- Vendor Payments \$ 5,840.67
- Abstract #7 \$ Pending
 Total \$ Pending

ADJOURN OR RECESS:

TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
July 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 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

Walt Zeitschel	Brian McPhillips	Vincent Kurzrock
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MINUTES OF PREVIOUS MEETING(S)

Minutes of the Regular Meeting held on June 11, 2025 were ACCEPTED AS SUBMITTED on motion by Councilperson Richard Coombe, Jr., seconded by Councilperson Jim Schmidt, put to a vote, and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

SUPERVISOR'S RECEIPTS AND DISBURSEMENTS REPORT

The Supervisor's Report for the month of June 2025 and the Revenue Report, Expense Report and Trial Balance for 6/1/25-6/30/25 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.

TOWN CLERK DECALS AND MONTHLY FEE REPORT

ACCEPTED AS SUBMITTED for the month of June 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.

TOWN CLERK MONTHLY PETTY CASH REPORT

Month of June 2025

ORDERED RESTORED TO \$200.00 by the amount of \$100.00 for counterfeit \$100 bill seized by bank on motion by Nicole Gorr, seconded by Councilman Scott Grey, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
July 09, 2025

- ❖ Obtaining a cash counting/counterfeit detecting machine for Town Clerk's office was discussed. Approval was given.

CODE ENFORCEMENT OFFICER

Code Enforcement Officer Report for June 2025

- 1476 Miles
 - \$1394.60 Receipts
 - 8 Building Permits, total 34 for year
 - 1 Building Permit Renewal, total 1 for year
 - 2 Certificate of Occupancy/Certificate of Compliance, total 14 for year
 - 0 Complaint, total 1 for year
 - 1 Violations, total 3 for year
 - 7 Municipal Searches, total 55 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
 - 0 Special Use Permit, total 0 for year
 - 0 Fireworks Permit, total 0 for year
 - 0 CEO GG Training Hours, total 40 for year
 - 0 FOIL Request, total 0 for year
 - 0 Fire Calls, total 1 for year
- ❖ Councilperson Richard Coombe, Jr asked CEO to look into what is happening at the **house on State Route 42 where the Town of Neversink sign is located**. The property appears vacated and the grass has not been cut in some time. If it is now owned by a bank then it is his opinion that the Town may want to consider cutting the grass. CEO stated he will look into this.
 - ❖ CEO also advised that he was recently requested by the Sheriff's Dept to go to a property on **Claryville Rd where hording/animal hording is occurring**. He advised the Town Board that Adult Protective Services was called.

PARKS & RECREATION

1. Director Tanya Huggler gave the following update:
 - a. **Child & Adult Felting** classes are occurring.
 - b. First **Movie night** July 18th showing Snow White.
 - c. **Youth Bureau Grant was revised** and she will use funds to buy **bounce houses** and plan some other events for the Town including looking into getting **Zoom Flume tickets for Town residents to do a bus trip**.
 - d. Planning has begun on a **"Back to School Bash"** for a date in August before kids return to school.
- ❖ **Personnel Committee** advised Huggler that they will meet with Parks & Rec Board applicants on July 22, 2025 for interviews.

TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
July 09, 2025

HIGHWAY DEPARTMENT

1. Highway Superintendent Preston Kelly asked permission from the Town Board to remove **the tie walls at the Denman Mountain Rd flower bed and replace them with stone** donated by Councilperson Richard Coombe, Jr.
2. Also noted during Preston Kelly's update is that the **Town Barn needs new garage doors and there should be discussion around Budget time** to get this accomplished.
3. Supervisor Mathews invited Preston Kelly to attend meeting with Joe Bagley and Glenn Smith this Monday to **discuss addition to Fairgrounds Pavillion**. Kelly stated he will be there. Mathews also **thanked Hwy Dept for fixing a recent issue at the Transfer Station**.

PLANNING BOARD

- Minutes from July 2, 2025

ZONING BOARD

- Minutes from June 17, 2025
- Cancellation Notice of July 15, 2025 Meeting

TOWN CLERK
FILINGS

- 2025 Final Assessment Roll.
- Notice of Democratic Caucus July 14th, 2025.
- Roundout Neversink Stream Program agreement for Slater Rd Culvert
- Fully executed Sullivan County Abstract of Settlement for Town of Neversink 2025 Tax Season

CORRESPONDENCE

- Daniel Pierce Library Thank You letter for sponsoring 39th Annual Pumpkin Party Booklet.
- Letter from Monticello FD re: sponsorship of 96th Annual Sullivan County Firefighters Parade.
- Letter from Selective Insurance re: March 14, 2024 Claim #22606119.
- Email from Sullivan County Division of Planning, Development & Environmental Management re: letter of support request.
- Email from Sullivan County Deputy Commissioner- Division of Public Works re: changes to Solid Waste rules effective July 1st, 2025.

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

PUBLICATIONS

- Talk of the Towns & Topics – May/June2025

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

SUPERVISOR

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

**TOWN OF NEVERSINK
RESOLUTION NO. 13 OF 2025
BUDGET AMENDMENT**

WHEREAS, on October 6, 2020, \$4,320,975.83 was received for the Community Wastewater Management Program for the Hamlet of Claryville in Town of Neversink per an agreement with Catskill Watershed Corporation ("CWC") established on June 2, 2015; and

WHEREAS, the funds are set up in a Community Wastewater Management Capital District, and \$150,000.00 needs to be appropriated for the 2025 year coming from the District's Fund Balance; and

NOW THEREFORE, BE IT RESOLVED, that the Town Board authorizes the Supervisor to increase CM8130.2 Sewage Treatment and Disposal, Capital Outlay for \$150,000.00, coming from CM 599 Sewage Treatment and Disposal, Fund Balance and that the following budget amendment be made;

CM599 - Sewage Treatment and Disposal, Fund Balance \$ 150,000.00
CM960 - Appropriation 150,000.00
CM8130.20 Sewage Treatment & Disposal, Cap Outlay 150,000.00

Moved By: Councilperson Jim Schmidt
Seconded By: Councilperson Nicole Gorr
And Adopted on Motion: July 9, 2025

**TOWN OF NEVERSINK
RESOLUTION NO. 14 OF 2025
BUDGET AMENDMENTS**

WHEREAS, appropriations need to be increased in A8510.4 Community Beautification, Contractual Expense for the purchase of flag banners from Downtown Decorations, Inc. with a total cost of \$4,831.65 to display in town, coming from Gifts and Donations, and the Town Clerk has received community sponsorships for 23 flag banners totaling \$4,600.00; and

WHEREAS, the Town will subsidize the remainder of the cost of the flag banners as approved at the April 9, 2025 Town Board Meeting in the amount of \$231.65, and \$4,831.65 needs to be transferred to A8510.4 Community Beautification, Contractual Expense from A1990.4 Contingent Account; and

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

NOW THEREFORE, BE IT RESOLVED, that the Town Board authorizes the Supervisor to increase the appropriations and to do the above transfer and that the following budget amendments be made:

A510 Estimated Revenue	\$4,600.00
A2705 Gifts and Donations	\$4,600.00
A960 Appropriations	\$231.65
A1990.4 Contingent Account	\$231.65
A960 Appropriations	\$4,831.65
A8510.4 Community Beautification, Contractual Expense	
	\$4,831.65

Moved By: Councilperson Nicole Gorr
Seconded By: Councilperson Richard Coombe, Jr.
And Adopted on Motion: July 9, 2025

2. The following motions were made by the Town Board:

A motion was made by Councilperson Richard Coombe, Jr., seconded by Councilperson Scott Grey for the Town Clerk to advertise to **go to bid on the Fairgrounds Ice Rink with bid opening to occur July 22, 2025 at 2:00 PM**, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

A motion was made by Councilperson Richard Coombe, Jr., seconded by Councilperson Scott Grey to **re-appoint Bryan Delaney as Tax Assessor** of the Town of Neversink, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

A motion was made by Councilperson Richard Coombe, Jr., seconded by Councilperson Jim Schmidt to **appoint Ernest Degastonguay as Part-time Utilities Plant Attendant for the Town of Neversink water testing** as of June 26, 2025, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

EXECUTIVE SESSION(S)

The Board **entered** into **Executive Session** at 8:02 pm on motion made by Supervisor Chris Mathews, seconded by Councilperson Jim Schmidt, to discuss the hiring, firing of a particular Town employee, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

The Board **returned** from **Executive Session** at 8:40 pm on motion made by Councilperson Scott Grey, seconded by Councilperson Richard Coombe Jr., put to a vote and UNANIMOUSLY CARRIED.

TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
July 09, 2025

VOTE: AYES 5 NAYS 0.

PAYMENTS OF CLAIMS AND VOUCHERS

- Health Insurance \$ 86,769.34
- Vendor Payments \$ 2,275.12
- Abstract #7 \$ 333,302.22
- Total \$ 422,346.68

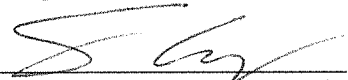
Vouchers, Claims were reviewed by the Board and authorized to be paid on motion by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr, put to a vote, and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

ADJOURN OR RECESS

On motion by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt, the meeting was recessed at 8:43 pm, put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,



Staci Conjura, Town Clerk

**TOWN OF NEVERSINK TOWN BOARD
SPECIAL TOWN BOARD MEETING
July 22, 2025**

CALL TO ORDER

The Special Meeting of the Town of Neversink Town Board was called to order at 7:00 pm by Supervisor Chris Mathews with the Pledge of Allegiance.

ROLL CALL

Board Members

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

OTHER TOWN OFFICIALS

GUESTS

SUPERVISOR

1. An Ice Rink Bid was submitted for review by the Town Board. After discussion, the following motion was made:

A motion was made by Councilperson Richard Coombe, Jr., seconded by Councilperson Nicole Gorr, to **award bid for Ice Rink to Custom Ice, Inc:** (Bid summary to follow)

Ice Rink Bids 2025

Democrat: 07/11/2025

Opened: 07/22/2025 @ 2:00 PM

NAME	TOTAL	Date Received
Custom Ice Inc. C2-3375 North Service Rd Burlington, ON L7N3G2	\$175,550.00	7/22/25
No Other Bids Received		

Put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 4 NAYS 0 ABSENT 1.

2. Supervisor Mathews updated the Town Board on the **Fairgrounds Pavillion extension**. The Construction Committee met with Glenn Smith, cost has not yet been determined for the extension but should be forthcoming. Joe and Ernie will do a good bit of the work for the Town which should decrease overall cost of the project. Supervisor Mathews also pointed out that the Neversink Agricultural Society will need to be considered moving forward with the project as they are the owners of the Fairgrounds.

**TOWN OF NEVERSINK TOWN BOARD
SPECIAL TOWN BOARD MEETING**

July 22, 2025

3. Councilperson Scott Grey advised Town Board that **Parks & Recreation Dept needs multiple Board members as well as an alternate member.** The following motion was made:

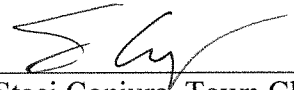
A motion was made by Councilperson Richard Coombe Jr., seconded by Scott Grey, to advertise for Parks & Recreation Department Board & alternate members, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 4 NAYS 0 ABSENT 1.

ADJOURN OR RECESS

On motion by Councilman Scott Grey, seconded by Richard Coombe, Jr., put to a vote, and UNANIMOUSLY CARRIED the meeting was adjourned at 7:17 pm.

Respectfully Submitted,



Staci Conjura, Town Clerk

MONTHLY STATEMENT OF SUPERVISOR

TO THE TOWN BOARD OF THE TOWN OF NEVERSINK

Pursuant to Section 119 of the Town Law, I hereby render the following detailed statement
of all moneys received and disbursed by me, as Supervisor, during the month of
July 2025:

RECEIPTS		
SOURCE: TRUST & AGENCY ACCOUNT		AMOUNT RECEIVED
7/3/2025	Health Insurance - A. Hummel Aug25	\$ 1,479.53
7/10/2025	PR 14, 14L Transfer from MM savings	89,171.15
7/24/2025	PR 15 Transfer from MM savings	95,192.73
7/31/2025	Health Insurance - A. Hummel Sep25	1,479.53
Total Receipts		\$ 187,322.94

DISBURSEMENTS			
SOURCE: TRUST & AGENCY ACCOUNT			AMOUNT DISBURSED
7/7/2025	ACH	NYSLRS June 2025	\$ 2,974.67
7/9/2025	10083	PR 14L Paper check	669.54
7/10/2025	10084	NYS Health Insurance Pending - A. Hummel Aug25	1,479.53
7/10/2025	10085-10103	PR 14 Paper checks	13,639.22
7/10/2025	ACH	PR 14, 14L Direct deposit	44,835.30
7/10/2025	10104	PR 14, 14L AFLAC	351.38
7/10/2025	10105	PR 14, 14L AFLAC WWHQ	103.76
7/10/2025	ACH	PR 14, 14L Fed/FICA	19,436.73
7/10/2025	ACH	PR 14, 14L NYS Income tax	3,273.64
7/10/2025	ACH	PR 14, 14L NYS Deferred Comp	2,950.74
7/10/2025	ACH	PR 14, 14L NYS Deferred Comp - Roth	1,151.40
7/17/2025	10106	Shelter Point 2Q2025	132.20
7/24/2025	10112-10132	PR 15 Paper checks	14,476.24
7/24/2025	ACH	PR 15 Direct deposit	48,041.01
7/24/2025	10133	PR 15 AFLAC	351.38
7/24/2025	10134	PR 15 AFLAC WWHQ	103.76
7/24/2025	ACH	PR 15 Fed/FICA	20,906.80
7/24/2025	ACH	PR 15 NYS Income tax	3,548.87
7/24/2025	ACH	PR 15 NYS Deferred Comp	3,842.00
7/24/2025	ACH	PR 15 NYS Deferred Comp - Roth	1,145.36
Total Disbursements			\$ 183,413.53

Date

Supervisor, Town of Neversink

MONTHLY STATEMENT OF SUPERVISOR

TO THE TOWN BOARD OF THE TOWN OF NEVERSINK

Pursuant to Section 119 of the Town Law, I hereby render the following detailed statement
of all moneys received and disbursed by me, as Supervisor, during the month of
July 2025:

RECEIPTS		
SOURCE: PARK TRUST FUND		AMOUNT RECEIVED
7/1/2025	Interest, Hudson Valley Credit Union - June 2025	\$ 1.54
Total Receipts		\$ 1.54

DISBURSEMENTS		
SOURCE: PARK TRUST FUND		AMOUNT DISBURSED
Total Disbursements		\$ -

Date

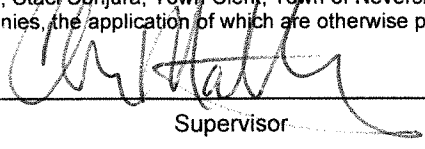
Supervisor, Town of Neversink

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Supervisor	Marriage License	1	7.50
		Photocopies	1	30.00
		Sub-Total:		\$37.50
A1603	Supervisor	Certified Birth	1	10.00
		Certified Death	10	100.00
		Certified Marriage	2	20.00
		Sub-Total:		\$130.00
A2001	Supervisor	Parks & Rec. Charges	2	100.00
		Sub-Total:		\$100.00
A2025	Supervisor	Guests	97	388.00
		Guests Denning	4	32.00
		Passes Denning	11	330.00
		Pool Pass	202	3,015.00
		Sub-Total:		\$3,765.00
A2115	Supervisor	Sub Division Fees	1	131.76
		Sub-Total:		\$131.76
A2130	Supervisor	Coupon Book C/ D	3	90.00
		Coupon Book S/ W	353	8,825.00
		Land Fill Tires	3	30.00
		Landfill Freon Removal Fee	18	270.00
		Landfill Temporary	4	521.00
		Permits	25	625.00
		Replacement Card	2	4.00
		Sub-Total:		\$10,365.00
A2401	Supervisor	Bank Interest Received	1	0.38
		Sub-Total:		\$0.38
A2544	Dog Licensing	Female, Spayed	4	6.00
		Female, Unspayed	2	15.00
		Male, Neutered	3	4.50
		Sub-Total:		\$25.50
A2590	Supervisor	Building Permits	10	1,639.49
		Municipal Search	6	210.00
		Sub-Total:		\$1,849.49


Account#	Account Description	Fee Description	Qty	Local Share
Total Local Shares Remitted:				\$16,404.63
Amount paid to:	N Y S Health Dept		22.50	
Amount paid to:	NYS Ag. & Markets for spay/neuter program		13.00	
Total State, County & Local Revenues:			\$16,440.13	
Total Non-Local Revenues:				\$35.50

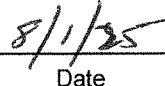
To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Staci Conjura, Town Clerk, Town of Neversink during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.


Supervisor


8/6/25
Date


Town Clerk


8/1/25
Date

ck# 2011

ck# 2009

ck# 2010

DEC Report

[illegible]

Bank Int $\frac{+1.01}{20.97}$
ck # C. Matthews

to DEC

TOWN OF NEVERSINK

Building Department

Code Enforcement Report for the Month of July 2025

Town Car Mileage: 242

Office Receipts: \$1,848.49

- ☐ Building Permits Issued: M - 10 Y - 44
- ☐ Building Permit Renewals: M - 0 Y - 1
- ☐ Certificates of Occupancy / Compliance: M - 4 Y - 18
- ☐ Complaints: M - 0 Y - 1
- ☐ Violations: M - 1 Y - 3
- ☐ Municipal Search: M - 6 Y - 61
- ☐ Fire Inspections: M - 0 Y - 3
- ☐ Junkyard Permit: M - 0 Y - 1
- ☐ 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 GG: Y - 40
- ☐ FOIL: M - 0 Y - 2
- ☐ Fire Call: M - 0 Y - 6

GAG

Glenn A. Gabbard

Code Enforcement Officer

Permit Monthly Report

07/01/2025 - 07/31/2025

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
July 2025						
BP-2025-035	07/08/2025	Charles Lynch	Res. Accessory	23 Delaney Dr SBL#: 35.-1-24.3	\$30,000.00	\$40.00
Description of Work:						
<i>Construct a 20' x 30' Accessory Structure (shed) for an existing single family dwelling. Work to comply with Appendix "J" of the 2020 Residential Code of NYS.</i>						
BP-2025-036	07/08/2025	Bryan Sims	Res. Accessory	115 Twinshaven Rd SBL#: 12.-1-9.17	\$5,500.00	\$40.00
Description of Work:						
<i>Construction of a patio cover for an existing single family dwelling. Work to comply with Appendix "J" of the 2020 Residential Code of NYS.</i>						
BP-2025-037	07/15/2025	Kayla Castro	Solar - Res.	206 Mutton Hill Rd SBL#: 36.-1-21.2	\$12,000.00	\$130.64
Description of Work:						
<i>Installation of a 7.56kw roof mounted PV array for an existing single family dwelling. Work shall comply with Appendix "J" of the 2020 Residential Code of NYS.</i>						
BP-2025-038	07/17/2025	Trude Holm	Res. Accessory	38 East Mountain Rd SBL#: 6.-1-13.1	\$1,634,910.00	\$244.00
Description of Work:						
<i>Construct an accessory building, 24' x 48', work shall comply with the 2020 Residential Code of NYS.</i>						
BP-2025-039	07/22/2025	Christopher Martin	Electric	11 Hornbeck Rd SBL#: 35.-1-3.3		\$75.00
Description of Work:						
<i>Upgrade of electric service (200 amp), for an existing single family dwelling. Work shall comply with Appendix "J" of the 2020 Residential Code.</i>						
BP-2025-040	07/22/2025	Samuel Huber	Res. Alter/Renovate	416 Blue Hill Rd SBL#: 3.-1-60.1	\$75,000.00	\$202.80
Description of Work:						
<i>Construct foundation and rebuild deck for an existing single family dwelling. Work shall comply with Appendix "J" of the 2020 Residential Code of NYS.</i>						
BP-2025-041	07/22/2025	Courtney/Forest Darder	Res. Conventional	7640 State Route 42 SBL#: 33.-1-34	\$250,000.00	\$742.05
Description of Work:						
<i>Construction of a single family dwelling. Work shall comply with the 2020 Residential Code of NYS.</i>						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
BP-2025-042	07/24/2025	Joshua Gardiner	Res. Accessory	119 Hall Rd SBL#: 40.-1-21.2	\$10,000.00	\$40.00
Description of Work: Construct 10' x 20' deck, accessory to an existing single family dwelling. Workshall comply with Appendix "j" of the 2020 Residential Code of NTS.						
BP-2025-043	07/24/2025	Marlene Stoutenburg	Demolition	Benton Hollow Rd SBL#: 38.-6-2		\$25.00
Description of Work: Demolition of a cottage. Work to comply with all applicable State Dept. of Labor regulations.						
BP-2025-044	07/24/2025	Susan Bivins	Res. Alter/Renovate	10 Claryville Rd SBL#: 25.-1-8.8	\$2,000.00	\$50.00
Description of Work: Repalace service entrance cable for an existing single family dwelling.						
July 2025 Total:					\$2,019,410.00	\$1,589.49
Reporting Period Total:					\$2,019,410.00	\$1,589.49

Fleet Vehicle – Month

DATE	DEPARTMENT	NAME	DESTINATION	OUT	IN	TOTAL MILES
7/1/25	BUILDING	GAG	INSP.	18393	18357	24
7/8/25	BUILDING	GAG	INSP.	18357	18393	36
7/8/25	BUILDING	GAG	POLICE REC	18393	18399	6
7/10/25	BUILDING	GAG	INSP.	18399	18431	32
7/15/25	BUILDING	GAG	INSP.	18431	18440	9
7/17/25	BUILDING	GAG	INSP.	18440	18471	31
7/22/25	BUILDING	GAG	INSP.	18471	18494	23
7/24/25	BUILDING	GAG	INSP.	18494	18575	81
000	0-00					
		IN				
		Out				
		Total Mileage				
	24-00	+				
	36-00	+				
	6-00	+				
	32-00	+				
	9-00	+				
	31-00	+				
	23-00	+				
	81-00	+				

330

Total CEO miles

242 Miles

**TOWN OF NEVERSINK
RESOLUTION NO. 15 OF 2025
BUDGET AMENDMENTS**

WHEREAS, expense appropriation needs to be increased in A1410.40 Town Clerk, Contractual Expenditure and revenue appropriation needs to be increased in A3089 Other State Aid for the receipt of New York State Town Clerks Association scholarship award in the amount of \$250.00 to offset the expense of the NYSTCA conference that Town Clerk attended in April 2025; and

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

A510 Estimated Revenue	\$250.00
A3089 Other State Aid	\$250.00
A960 Appropriations	\$250.00
A1410.40 Town Clerk, Contractual Expenditure	\$250.00

**TOWN OF NEVERSINK
RESOLUTION NO. 16 OF 2025
BUDGET AMENDMENT**

WHEREAS, the Town of Neversink Highway Superintendent has been notified that Consolidated Highway Improvement Program (CHIPS) funding from NYSDOT for 2025-2026 has been approved for \$395,313.00, PAVE NY Funds for \$83,766.46, Extreme Winter Recovery (EWR) Funds for \$71,743.22, and Pave our Potholes (POP) funds for \$55,844.31. The Total amount to be received from NY State is \$606,666.99; and

WHEREAS, the 2025 Budget has appropriated \$250,000.00, so an additional \$356,666.99 needs to be appropriated; and

NOW THEREFORE, BE IT RESOLVED, that the Town Board authorizes the Supervisor to increase Estimated Revenue, State Aid CHIPS DA3501 and Appropriation, Improvements of Roads, CHIPS DA5112.2 for \$356,666.99, and that the following budget amendment be made:

DA510 Estimated Revenue	\$356,666.99
DA3501 State Aid CHIPS	\$356,666.99
DA960 Appropriation	\$356,666.99
DA5112.2 Improvements, CHIPS	\$356,666.99

**TOWN OF NEVERSINK
RESOLUTION NO. 17 OF 2025
TO AUTHORIZE THE DISPOSITION OF CERTAIN RECORDS**

WHEREAS, The State of New York Education Department Records Retention and Disposition Schedule LGS-01 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 LGS-01 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:

Seconded by:

And Adopted on Motion:

**TOWN OF NEVERSINK
RESOLUTION NO. 18 OF 2025
RESOLUTION IN SUPPORT OF GRANT APPLICATION
JUSTICE COURT ASSISTANCE PROGRAM 2025**

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 2025-26 grant cycle up to \$1,111.20

Moved By:

Seconded By:

And Adopted on Motion:



Town Court – Town of Neversink

P.O. Box 307
Grahamsville, NY 12740
Telephone: 845-985-2262, Ext. 311
Fax: 845-985-2149

To: Staci Conjura, Town Clerk

From: Brent W. Gotsch, Town Justice

Re: Application for funding from the Justice Court Assistance Program

Date: August 1, 2025

The Town Court is requesting authorization from the Town Board to apply for funding from the Justice Court Assistance Program during the upcoming grant cycle. One required component of that application is a Resolution from the Town Board authorizing the Town Court to apply for this funding.

The Division of Grants, Contracts & Procurement Unit will not accept the court's application unless the Resolution incorporates one of the following twon options EXACTLY as written below:

"The Board of the Town of Neversink authorizes the Town of Neversink Town Court to apply for a JCAP grant in the 2025-26 grant cycle up to \$1,111.20."

While the Resolution may include one or more "WHEREAS" clauses, it is essential that the "Be it RESOLVED" portion of the Town Board's resolution be worded exactly as one of the options indicated above (with the addition of the name of the Town inserted as shown above in both options and with the addition of the amount requested as shown above in the second option).

In addition, the Board Resolution must be certified.

The deadline for our application is Friday, October 10, 2025.

Thank you for your attention to this matter and for your help with the Court's application.