

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
OCTOBER 8, 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.	ABSENT (PLANNED)

Other Officials

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

GUESTS

Gregson McKenna	Cindy McKenna
Cher Woehl	Walt Zeitschel
Andrew McCabe	Brian McPhillips
Vincent Kurzrock	Diana Grey
Kevin Cotto	Janet Cotto

- **Boy Scout Gregson McKenna** addressed the Town Board to propose building a portable shed for the Tri-Valley Little League, at the Route 42 Park, for his Eagle Scout project. He presented drawings and a materials list to the Board. Councilperson Scott Grey recommended additional braces and advised that Little League would need to know that they are responsible for the maintenance of the shed. The following motion was made:

A motion was made by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt, giving permission to Gregson McKenna to build a portable shed at the Route 42 Park, put to a vote and UNANIMOUSLY CARRIED.

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

- **Legislator Brian McPhillips** spoke briefly about the **Waste-to-Energy program**, he advised there will be some informational sessions in order to present the public with correct information regarding the program. He also advised that **tonnage fees** (for Sullivan County) **will not go up this year**.
- Bookkeeper Patricia Gold advised that since the Work Session Meeting (October 1, 2025) she has continued to work on the Town budget as per the recommendations of the Board and Town Finance Director. At this time, she reports that the **budget will come in**

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at a 3.91% increase due to health insurance premiums and other unavoidable expenses. Supervisor Chris Mathews made recommendation that the Town move to Override the 2% Tax Cap. Public Hearing for Local Law 1 of 2025 - Tax Cap Override was held on October 1, 2025. The following motion was made:

A motion was made by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt to pass a resolution to Override the 2% Tax Cap, put to a vote and UNANIMOUSLY CARRIED.

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

- Bookkeeper **Patricia Gold** asked that the **Tentative Town Budget 2026 be approved as the Preliminary Budget 2026 and that the Public Hearing for the Preliminary Budget be set for November 5, 2025.** After discussion, it was decided that a work session meeting be set for October 29th at 7:30 PM and the following motion was made:

A motion was made by Councilperson Nicole Gorr, seconded by Councilperson Jim Schmidt, to hold Public Hearing for Preliminary Town Budget 2026 on November 5, 2025 at 7:30 PM, put to a vote and UNANIMOUSLY CARRIED.

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

MINUTES OF PREVIOUS MEETING(S)

Minutes of the Regular Meeting held on September 10, 2025, Public Hearing held on October 1, 2025 and Work Meeting held on October 1, 2025 were ACCEPTED AS SUBMITTED on motion by Scott Grey, seconded by Councilperson Jim Schmidt, put to a vote, and UNANIMOUSLY CARRIED.

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

SUPERVISOR'S RECEIPTS AND DISBURSEMENTS REPORT

The Supervisor's Report for the month of September 2025 and the Revenue Report, Expense Report and Trial Balance for 9/1/25-9/30/25 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 (Coombe).

TOWN CLERK DECALS AND MONTHLY FEE REPORT

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

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

TOWN CLERK MONTHLY PETTY CASH REPORT

Month of September/October 2025

No expenditures made.

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HIGHWAY SUPERINTENDENT

1. Highway Superintendent Preston Kelly updated the Board on the **work being done at the Fairgrounds**. Blacktop is out & stone is going in to bring everything up to grade.
2. Preston discussed **selling (2) older trailers on Auctions Unlimited** now that new beavertail trailer has arrived. The following motion was made:

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

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

PARKS & RECREATION

P&R Director, Tanya Huggler, gave the following updates for **the Parks & Rec Department**:

1. P&R will be **hosting a trunk at TVCSD Trunk or Treat Event** this month, **Adult & Child Felting classes** in November, a **trip to Shadowlands Theatre & the NYC bus trip** in December, and **Winterfest (with a Chili Cook-off)** in February.
2. **Tree Lighting Event will be held December 6th**.
3. The following motion was made:

A motion was made by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr authorizing Town Clerk to advertise for **(2) Alternate Parks & Recreation Board members**, put to a vote and **UNANIMOUSLY CARRIED**.

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

CODE ENFORCEMENT OFFICER

Code Enforcement Officer Report for September 2025

- 356 Miles
- \$814.20 Receipts
- 8 Building Permits, total 60 for year
- 0 Building Permit Renewal, total 1 for year
- 2 Certificate of Occupancy/Certificate of Compliance, total 23 for year
- 0 Complaint, total 1 for year
- 0 Violations, total 3 for year
- 5 Municipal Searches, total 70 for year
- 2 Fire Inspections, total 6 for year
- 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
- 0 Fireworks Permit, total 1 for year

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- CEO GG Training Hours, total 40 for year
- 0 FOIL Request, total 2 for year
- 0 Fire Calls, total 6 for year

PLANNING BOARD

Minutes from 09/03/2025 Meeting.

ZONING BOARD

Minutes from 09/16/25 Meeting.

FILINGS AND CORRESPONDENCE FILED WITH TOWN CLERK

1. To Be Filed:
 - Oath of Office:
 - Casey Grey – Board of Assessment Review
 - Samantha Reeb-Wilson – TON Parks & Recreation Board
 - Victoria Garigliano – TON Parks & Recreation Board
 - GFD – Notice of Public Hearing – 2026 Budget
 - CFD – Notice of Public Hearing – 2026 Budget
 - NFD – Notice of Public Hearing – 2026 Budget
 - Sullivan County Clerk’s Office - Survey Map of Lot Improvement for Jason McCarthy & Sun Trail LLC
 - FOIL request from CivicIQ re: Staff Directory - Completed
2. Correspondence:
 - Letter from Beverly Muthig to CEO Glenn Gabbard re: new septic system on property adjacent to her property.
 - Email from DPW re: designating County Road No. 84 as a restricted highway for approx. 45 days

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 4 NAYS 0 ABSENT 1 (Coombe).

PUBLICATIONS

SUPERVISOR

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

**TOWN OF NEVERSINK
RESOLUTION NO. 21 OF 2025
BUDGET AMENDMENT**

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WHEREAS, the Sullivan 180 2025 Golden Feather Community Impact Grant has been approved to the Town of Neversink for improvements to the ice rink at the Grahamsville Fairgrounds, and an appropriation needs to be made for it; and

WHEREAS, appropriation A7310.42 Sullivan 180 Grant needs to be increased for \$125,000.00 and Estimated Revenue A2705 Gifts and Donations needs to be increased for \$125,000.00; and

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

A510 - Estimated Revenue	\$125,000.00
A2705 – Gifts and Donations	125,000.00
A960 – Appropriation	\$125,000.00
A7310.42 - Sullivan 180 Grant	125,000.00

Moved by: Councilperson Jim Schmidt

Seconded by: Councilperson Scott Grey

And Adopted on Motion: October 8, 2025

**TOWN OF NEVERSINK
RESOLUTION NO. 22 OF 2025
BUDGET AMENDMENT**

WHEREAS, at the October 1, 2025 Board Meeting, the Town Board approved the purchase of a new John Deere Z930M ZTrak Zero-Turn Mower up to \$ 13,000.00 from Mullally Tractor Sales, Inc.; and

WHEREAS, there needs to be an increase to A7110.2 Park Maintenance, Equipment and Capital Outlay, for the mower purchase in the amount of \$ 9,245.00, to be transferred from A3620.1 Safety Inspection, Personal Services; and

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

A960 APPROPRIATIONS - \$ 9,245.00
A3620.1 Safety Inspection, Personal Services \$ 9,245.00
A960 APPROPRIATIONS - \$ 9,245.00
A7110.2 Park Maintenance, Equipment and Capital Outlay \$ 9,245.00

Moved by: Councilperson Scott Grey

Seconded by: Councilperson Jim Schmidt

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And Adopted on Motion: October 8, 2025

**TOWN OF NEVERSINK
RESOLUTION NO. 23 OF 2025
BUDGET AMENDMENT**

WHEREAS, at the October 1, 2025 Board Meeting, the Town Board approved the purchase of a new server up to \$ 15,000.00 and the purchase of services for website development in the amount of \$ 6,300.00 and an annual website hosting, support, and maintenance package in the amount of \$ 3,500.00 for a total of \$ 9,800.00; and

WHEREAS, there needs to be an increase to A1620.2 Buildings, Equipment for the purchase of a Lenovo ThinkSystem ST650 V3 server from Provantage LLC in the amount of \$ 4,500.00 to be transferred from A1420.4 Attorney, Contractual Expense; and there needs to be an increase to A1650.4 Central Communication System for the website development and annual package from ES11, LLC in the amount of \$ 8,900.00 to be transferred from A1420.4 Attorney, Contractual Expense; and

NOW THEREFORE, BE IT RESOLVED, that the Town Board authorizes the Supervisor to complete the above transfers and that the following budget amendments be made:

A960 APPROPRIATIONS - \$ 13,400.00

A1420.4 Attorney, Contractual Expense \$ 13,400.00

A960 APPROPRIATIONS - \$ 13,400.00

A1620.2 Buildings, Equipment	\$ 4,500.00
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A1650.4 Central Communication System	\$ 8,900.00
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Moved by: Councilperson Scott Grey

Seconded by: Councilperson Jim Schmidt

And Adopted on Motion: October 8, 2025

2. Supervisor Chris Mathews reported that the **bid** for the **Fairgrounds Pavillion Extension** was **opened on Monday, October 6th, 2025 at 2:00 pm.** Town Engineer Glenn Smith made the recommendation (via email) to award the bid to M & L Masonry (sole bidder). The following motion was made:

A motion was made by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt, to **award the bid for concrete at the Fairgrounds Pavillion Extension to M & L Masonry in the amount of \$30,600.00**, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 4 NAYS 0 ABSENT 1 (Coombe).

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Grahamsville Fairgrounds Pavillion Extension Bids

Democrat: 09/03/2025

Opened: 10/06/2025 @ 2:00 PM

NAME	TOTAL	Date Received	Item # 1	Item # 2
M & L Masonry 449 Thunder Hill Rd Woodbourne, NY 12788	\$30,600.00	9/30/25 1:52 PM	\$26,600.00	\$4,000.00
No Other Bids				

3. The **Veterans Day Celebration** was discussed. The Town Board will provide food/cider and Legislator Brian McPhillips may speak.
4. Supervisor Chris Mathews confirmed that a **letter was sent to Neversink Agricultural Society regarding the Fairgrounds Pavillion Extension** and asked Councilperson Nicole Gorr if the project can move forward “smoothly.” Councilperson Nicole Gorr then asked for clarification from Highway Superintendent Preston Kelly on how much of the road will be impacted by the extension; Kelly advised that approximately 4’ of one corner will be shaved off and the pole might need to be moved. Councilperson Gorr stated that she did not think it will be an issue for NAS but the letter has not yet been discussed at a meeting.

PAYMENTS OF CLAIMS AND VOUCHERS

- Health Insurance \$ 86,217.49
- Vendor Payments \$ 7,886.19
- Abstract # 9 \$ 108,223.41
- Total \$ 202,327.09

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 (Coombe).

ADJOURN OR RECESS

On motion by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr, the meeting was adjourned at 7:59 pm, put to a vote and **UNANIMOUSLY CARRIED.**

Respectfully submitted,

Staci Conjura, Town Clerk