

**TOWN OF NEVERSINK TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 3, 2018**

The Organizational Meeting of the Town Board of the Town of Neversink was called to order at 7:30 P.M. by Supervisor Chris Mathews with the Pledge of Allegiance.

ROLL CALL

Board Members:

Supervisor Chris Mathews	PRESENT
Councilman Keith Zanetti	PRESENT
Councilman Michael Brooks	PRESENT
Councilman Scott Grey	PRESENT
Councilman Richard Coombe Jr.	PRESENT

SUPERVISOR

1. Town Board discussed the **agreement** with **Tri-Valley School** for their **Parks and Recreation annual payment**. The Board wanted to make the referral to the funds being given to the Town toward the programs for youth consistent though out the document and decided that the word "payment" would be used. Supervisor Mathews will make the necessary changes and return the document to the School for review.
2. Town Board members discussed changing our **Freon** removal person to a local individual who is licensed to remove Freon. He has indicated that he is willing to do it for less per unit than our current person.

A motion was made by Councilman Michael Brooks, seconded by Councilman Keith Zanetti to use Harold Brown to remove the Freon at the Transfer Station, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

3. Supervisor Mathews presented the Annual **Agreement for the Expenditures of Highway Moneys** for 2018 for signatures and filing.

A motion was made by Councilman Keith Zanetti seconded by Councilman Scott Grey to authorize the signing and filing of the 2018 Annual Agreement for Expenditures of Highway Money, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

ORGANIZATIONAL ITEMS:

• THE FOLLOWING ACTIONS WERE TAKEN BY THE BOARD:

The **Postage Meter Rate** was reset at \$1,200.00 increments on motion by Councilman Keith Zanetti, seconded by Councilman Richard Coombe Jr., put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The **Town Clerk Petty Cash Fund** was set to be restored to \$200.00 each month on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

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The **Regular Town Board Meeting Day and Time and place** was set to meet on the second Wednesday of each month at 7:30 P.M. at the Neversink Town Hall on motion by Councilman Scott Grey, seconded by Councilman Keith Zanetti, put to a vote and put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

Payment of Monthly recurring bills and contracts as received was authorized on motion by Councilman Michael Brooks, seconded by Councilman Keith Zanetti, put to a vote put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The **Tri-Valley Townsman, now referred to as "Ye Olde Tri-Valley Townsman"** was designated as the **Official Newspaper** for the Town with the Sullivan County Democrat as additional when and if necessary, on motion by Councilman Scott Grey, seconded by Councilman Richard Coombe Jr., put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The **Mileage reimbursement rate** was set to coincide with the current Federal Rate (54.5 cents) on motion by Councilman Keith Zanetti, seconded by Councilman Scott Grey, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The following **Banks** were named as **official depositories** on motion by Councilman Scott Grey, seconded by Councilman Richard Coombe Jr., put to a vote and UNANIMOUSLY CARRIED.

- First Niagra Bank – Liberty Office
- Catskill Hudson Bank – Grahamsville Office
- Jeff Bank – Loch Sheldrake

VOTE: AYES 5 NAYS 0.

FAXING, PHOTOCOPY AND LAMINATING FEES:

On motion by Councilman Scott Grey, seconded by Councilman Michael Brooks, put to a vote and UNANIMOUSLY CARRIED, faxing fees will remain at \$1.00 for the first page and \$.25 for each additional page, photocopy fees will remain at \$.25 per sheet for 8 ½ x 11 and 8 ½ x 14 and \$.50 per sheet for 11 X 17. Color Copies will remain at \$1.00 for 8 ½ x 11 and 8 ½ x 14. Laminating fees will also remain the same for the following sizes:

8 ½ X 11 sheet	\$2.00	Luggage tag	\$2.00
Business Card	\$1.00	Credit Card	\$1.00

VOTE: AYES 5 NAYS 0.

POOL FEES:

On motion made by Councilman Scott Grey, seconded by Councilman Michael Brooks, put to a vote and UNANIMOUSLY CARRIED, Pool Fees will remain the same for the 2018 Pool season.

VOTE: AYES 5 NAYS 0.

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TRANSFER STATION FEES:

On motion made by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, put to a vote and UNANIMOUSLY CARRIED, Transfer Station Fees for 2018 will remain as follows: Solid Waste Books \$20.00, Transfer Station Permits \$10.00, Freon Removal Fee \$15.00, televisions, computers, monitors and laptops 3 SW coupons each, tires 19 inches or smaller \$5.00 each, tires 20 inches and over \$25.00 each, the fee schedule for miscellaneous bulky items will remain the same.

VOTE: AYES 5 NAYS 0.

SUPERVISOR APPOINTMENTS:

COMMITTEE APPOINTMENTS:

Supervisor Mathews announced the following Committee Appointments for the Town Board members:

Equipment – Keith Zanetti, Scott Grey

Beautification/Celebrations – Keith Zanetti

Personnel – Richard Coombe Jr., Scott Grey

Finance – Richard Coombe Jr.

Solid Waste – Keith Zanetti

Planning Board/Zoning – Michael Brooks

Cable Services – Michael Brooks

Representative to Committee for the Disabled – Michael Brooks

Representative to the Ethics Committee – Michael Brooks

Representative to Emergency Services – Chris Mathews

Americans with Disabilities Act Representative – Michael Brooks

Veterans Organization Liaison Representative – Scott Grey

Real Property Tax – Richard Coombe Jr., Scott Grey

Parks and Recreation – Keith Zanetti

Real Property Litigation – Richard Coombe Jr., Scott Grey

Little League Liaison – Michael Brooks

A motion was made by Councilman Michael Brooks, seconded by Councilman Keith Zanetti, to approve the above listed Supervisor Committee Appointments for Town Board Members, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

The following salaries of elected and appointed officials with the frequency of payment were discussed:

**ELECTED – APPOINTED POSITIONS
SALARY
PAY FREQUENCY
2018**

Supervisor-Chris Mathews-\$29,600-annual-bi-weekly

Deputy Supervisor- Richard Coombe Jr. -no compensation

Councilman-Michael Brooks-\$6,000-annual-bi-weekly

Councilman-Keith Zanetti-\$6,000-annual-bi-weekly

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Councilman-Richard Coombe, Jr.-\$6,000-annual-bi-weekly
Councilman – Scott Grey - \$6,000-annual-bi-weekly
Budget Officer – Teri Lockhart - \$5,346-annual-monthly
Town Justice-Barbara Garigliano-\$9,200-annual-bi-weekly
Town Justice-Brian Edwards-\$9,200-annual-bi-weekly
Clerk to the Courts- PT-Deborah Shaver-\$14.88 per hr.-bi-weekly
Assessor- Bryan Delaney-\$28,431-annual-bi-weekly
Sr. Acct Clerk-Geri Gorton-\$34,685-annual-bi-weekly
Geri Gorton-Longevity-\$475
Clerk to Planning Board-PT-Geri Gorton-\$50 stipend per board meeting
Clerk to ZBA-PT-Geri Gorton-\$50 stipend per board meeting
Bookkeeper to Supervisor – Teri Lockhart - \$28,431 – annual-monthly
Town Clerk-Lisa Garigliano -\$47,008-annual-bi-weekly
Registrar of Vital Statistics-Lisa Garigliano -\$1,303 -annual-bi-weekly
Registrar of Vital Statistics-Deputy- Janis Offringa -\$678-annual-bi-weekly
Deputy Town Clerk- FT-Janis Offringa -\$35,425-annual-bi-weekly
Janis Offringa-Longevity-\$475.00
Clerk-PT-as needed within budget limits – Staci Conjura -\$14.88 per hr.-bi-weekly
*Note - The Clerk PT is authorized to work up to 17 ½ hours per week on a regular basis,
if needed Jan. 1 through April 2nd.
Acct Clerk (Supervisor’s Asst.) – FT- Brenda Devore-\$38,189 –annual-bi-weekly
Brenda Devore-Longevity-\$325
Superintendent of Highways-Preston Kelly-\$77,485-annual-bi-weekly
Deputy Highway Superintendent-Melvin Howe -Reg. Time-\$29.87 per hr.-Over Time- \$44.81
per hr.-bi-weekly
Melvin Howe -Longevity- \$1,725.00
Building Maintenance – PT – Joe Bagley - \$22.50 per hr.
Cleaner (Town Hall) PT-Rhonda Hough - \$14.88 per hr.-bi-weekly
Grounds Keeper (Town Hall Complex) PT-Benjamin Knight-\$24.74 per hr.-bi-weekly
Transfer Station Attendant -PT- Charles Clark - \$16.52 per hr.-bi-weekly
Transfer Station Attendant -PT- Dave Drown - \$16.52 per hr. - bi-weekly
Transfer Station Attendant PT Temp. – Joseph Barkley - \$14.54 per hr. – bi-weekly
Transfer Station Attendant PT Temp. – Craig Black - \$14.54 per hr. – bi-weekly
Transfer Station Attendant PT Temp. – James Houghtaling - \$14.54 per hr.-bi-weekly
Transfer Station Attendant PT Temp. – Arthur Soule - \$14.54 per hr.-bi-weekly
Town Attorney-PT-Walter Garigliano-\$22,000-annual-bi-weekly
Plus \$150.00 per hr. for litigation
Special Prosecutor-PT-Kenneth Klein-\$6,000 – annual – bi-weekly
Attorney to the Planning Board-PT-Kenneth Klein-\$3,800-annual-bi-weekly
Attorney to the ZBA-PT-Kenneth Klein-\$3,600-annual-bi-weekly
Assistant Town Attorney PT – Kenneth Klein - \$125.00 per hr. for litigation
Utilities Plant Attendant-PT-(A7110.1-Fairgrounds) Kenneth Curry - \$18.67 per hr.
Dog Control Officer-PT-Danita Kristoff-\$10,495-annual-bi-weekly
Deputy Dog Control Officer (Pound)-PT-Geraldine Gorton-\$14.88 per hr.-min. of two hours-bi-weekly
Cemetery Maintenance-PT-(3x/year)-Benjamin Knight-\$1,460-annual-bi-weekly
Town Historian-PT-Carol Smythe-\$3,710 -annual-bi-weekly

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Engineer for Town-Glenn Smith-Fee Basis-\$115 per hr.
Code Enforcement Officer- Keith Stryker -\$28,431 – annual-bi-weekly – w/flexible hrs. on average of 17 ½ hrs. per week
Health Officer – PT-Julie Starner.-\$2,777 -annual-bi-weekly
Board of Assessment Review Member (3)-\$80 per session-abstract
Clerk to Board of Assessment Review-Janis Offringa -\$14.88 per hr.-bi-weekly
Recreation Director – PT–Jamie Brooks- \$12,439–annual–bi-weekly
Pool Opening Maint. Temp – as needed - \$18.67 per hr.
Pool Director – Janet Carey -\$7,315-annual-bi-weekly
AM Swim Director – Janet Carey - \$3,117-annual
Pool Lifeguard - 1-2 yrs. – \$10.40 per hr.
Pool Lifeguards - 3 yrs. & up – \$11.16 per hr.
Head Lifeguard - \$12.18 per hr.
WSI - \$13.21 per hr.
WSI (21 yrs. or older) - \$15.51 per hr.

On motion by Councilman Keith Zanetti, seconded by Councilman Scott Grey, put to a vote and UNANIMOUSLY CARRIED, the foregoing list of persons were appointed to the positions named, salaries set and frequency of pay with a .17 cent adjustment made for the increase in minimum wage on the pool lifeguards and WSI instructors.

VOTE: AYES 5 NAYS 0.

ADJOURN OR RECESS:

On motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, the meeting was adjourned at 8:05 P.M. put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

Lisa Garigliano, Town Clerk