

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
MARCH 13, 2019**

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

Other Officials

Code Enforcement Officer Keith Stryker	PRESENT
Highway Superintendent Preston Kelly	PRESENT
Town Attorney Walter Garigliano	OUT OF TOWN

GUESTS

Luis Alvarez	Brent Gotsch
Jamie Dymond-Brooks	Kim Lucak
Andrew McCabe	Nicole Gorr
Steve Porter	Dick Coombe
Cher Wohl	Walt Zeitschel
Ron Iemma	Vinny Iemma

- **Luis Alvarez**, Chairman of the Sullivan County Legislature, gave a State of the County Address. Mr. Alvarez gave the highlights of the County's accomplishments over the past year and its vision for the future.
- **Jamie Dymond-Brooks**, Parks and Recreation Director, gave an update on completed and upcoming events.
- **Brent Gotsch**, ZBA Chairman, reported on the activities of the last ZBA meeting. There are currently two openings on the ZBA. Three applications have been received. Interviews will be scheduled.

MINUTES OF PREVIOUS MEETING (S)

Minutes of the Regular Meeting held on February 13, 2019 was ACCEPTED AS SUBMITTED on motion by Councilman Scott Grey seconded by Councilman Keith Zanetti, 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 February 2019 was ACCEPTED AS RECEIVED and filed on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
MARCH 13, 2019**

TOWN CLERK DECALS AND MONTHLY FEE REPORT

ACCEPTED AS SUBMITTED for the month of February 2019 to be filed on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

TOWN CLERK MONTHLY PETTY CASH REPORT

Month of February 2019/March 2019

ORDERED RESTORED TO \$200.00 by the amount of \$3.00 for tolls on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

HIGHWAY SUPERINTENDENT

1. Highway Superintendent Preston Kelly requested permission to **attend** the **2019 Highway School** from June 3rd to 5th, 2019.

A motion was made by Councilman Keith Zanetti, seconded by Councilman Richard Coombe Jr., approving Highway Superintendent Preston Kelly's request to attend the 2019 NYS Highway Superintendent's Highway School on June 3rd – 5th, 2019, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

2. The **New Pickup** has **arrived** and it is at Hudson River Truck and Trailer for installation of the plow. Preston would like to keep the flatbed truck through the fall. He feels that it will bring in a higher bid it is put up for auction in the fall. Town Board was in agreement.
3. Preston would like to set up **meeting** with the **equipment committee** to review the equipment plan for this year. A meeting was set for March 18th at 5:30 pm.

CODE ENFORCEMENT OFFICER REPORT

Monthly Receipts Report and Mileage Log and Inspection Report for the month of February 2019 has been filed with the Town Clerk.

Code Enforcement Officer Keith Stryker:

- Logged 187 Miles and took in \$215.00
- 3 Building Permits, 5 for the year
- 0 Building Permit Renewal, 0 for the year
- 14 Cert of Occupancy/Compliance for the month, 16 for the year
- 0 Complaints, 0 for the year
- 0 Violations, 0 for the year
- 2 Municipal Searches, 7 for the year
- 0 Fire Inspections, 0 for the year
- 0 Junk Yard Permit, 0 for year
- 1 Mobile Home Park Permit Renewals, 2 for the year
- 0 Temporary Use Permit, 0 for the year

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
MARCH 13, 2019**

- 0 Special Use Permit, total 0 for year
- 8 CEO Training Hours, total 10 for year

ZONING BOARD OF APPEALS

Meeting Agenda for February 19, 2019 filed with the Town Clerk.

FILINGS AND CORRESPONDENCE FILED WITH TOWN CLERK

1. 2018 Annual Financial Report for the Grahamsville Fire District.
2. Oath of Office for:
 - a. Steve Porter – ZBA
 - b. Jon Shamro – Commissioner NFD
3. Fulfilled FOIL Request by SmartProcure
4. From Sullivan County Clerk’s Office Subdivision Map for Boyes & Dean
5. Pilot Program payment for West Delaware Hydro
6. Continuing Education Training for:
 - a. James Stangel – 4 credit hours
 - b. Steve Porter – 2 credit hours
 - c. Gary Muthig – 4 credit hours
7. 2018 Annual Financial Report for Town of Neversink

Items were ORDERED LOGGED and FILED on motion by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0.

SUPERVISOR

1. The following Resolution for **Spring Cleanup** was presented for the Board’s consideration:

**TOWN OF NEVERSINK
RESOLUTION NO. 7 OF 2019
CLEANUP INITIATIVE
“SPRING CLEANUP 2019”**

WHEREAS, the Sullivan County Legislature adopted the Sullivan County Cleanup Initiative 2019 Program; and

WHEREAS, the Town Board of the Town of Neversink hereby authorizes the Supervisor, Chris Mathews, to sign the municipal agreement with the County of Sullivan to cooperate in conducting a municipal cleanup; and

NOW THEREFORE, BE IT RESOLVED, that the Town of Neversink anticipates holding the municipal cleanup program on April 27, May 1, 4 and 8, 2019

Moved by: Councilman Keith Zanetti

Seconded by: Councilman Scott Grey

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
MARCH 13, 2019**

Adopted UNANIMOUSLY by VOTE: AYES 5 NAYS 0.

2. The Town Clerk would like to **dispose of** certain **records** as per the State of New York Education Department's Records Retention and Disposition **Schedule MU-1**. The following Resolution was presented for the Board's consideration:

**TOWN OF NEVERSINK
RESOLUTION NO. 8 OF 2019
TO AUTHORIZE THE DISPOSITION OF CERTAIN RECORDS**

WHEREAS, The State of New York Education Department Records Retention and Disposition Schedule MU-1 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 MU-1 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: Councilman Scott Grey

Seconded by: Councilman Keith Zanetti

And Adopted on Motion: March 13, 2019

3. The following two Resolutions for Budget Amendments were presented for the Board's consideration:

**TOWN OF NEVERSINK
RESOLUTION NO. 9 OF 2019
BUDGET AMENDMENT**

Whereas, The Town of Neversink is purchasing a Telephone System, through Tag Solutions at a total cost of \$ 16,172.94. \$12,908.72 for Town Hall and 3,264.22 for Highway Garage. Also the Town is replacing the Fleet Vehicle with a 2019 Ford Escape that is available on State Bid for \$ 23,197.49. Both purchases to come from General Fund Balance.

Now, therefore be it resolved that the Town Board authorizes the Supervisor to transfer \$ 39,371.00 from General Fund, Appropriated Fund Balance A599 to Buildings, Equipment A1620.2 Buildings, Equipment for \$ 12,908.00, to A5132.2 Garage, Equipment for 3,265.00 and to A1997.2 General Gov't, Equipment for \$23,198.00, and that the following budget amendment be made;

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
MARCH 13, 2019**

A599 Appropriated Fund Balance-	\$ 39,371.00
A960 Appropriations-	39,371.00
A1620.2 Building, Equipment.-	12,908.00
A1997.2 Gen'l Gov't Equipment-	23,198.00
A5132.2 Garage, Equipment-	3,265.00

Moved by: Councilman Keith Zanetti
Seconded by: Councilman Michael Brooks
And Adopted on Motion: March 13, 2019

**TOWN OF NEVERSINK
RESOLUTION NO. 10 OF 2019
BUDGET AMENDMENT**

Whereas, the Park Capital Project had a Fund Balance of \$ 9,835.24 at the end of 2018. The balance is to be carried over and reappropriated to the Park Capital Project for 2019.

Now, Therefore be it Resolved that the Town Board authorizes the Supervisor to increase Park Capital Project H7110.2 by \$ 9,835.24 and that the following budget amendment be made;

H599 Appropriated Fund Balance-	\$ 9,835.24
H960 Appropriation-	9,835.24
H7110.2 Park Capital Proj-	9,835.24

Moved by: Councilman Keith Zanetti
Seconded by: Councilman Scott Grey
And Adopted on Motion: March 13, 2019

4. **General Code** is no longer publishing **code books** in the size that the Town of Neversink has. All code books are now 8 ½ X 11. The Town currently has 24 code books. Our code is also available electronically through eCode. After discussion it was decided to reduce the number of code books from 24 to 12 of the new size.
5. Supervisor Mathew's asked **Cher Wohl** to give a **Renaissance update**.
6. The **Dove Trail dove** has been picked up. The Highway Department has repaired any small imperfections and it is ready to be painted. Margaret Helthaler will paint it in the office area of the old town barn.
7. Supervisor Mathew's gave an update of the **maintenance projects** Joe Bagley has been working on at the **Town Hall**.
8. The **CEO's Office** and the **Assessor's Office** will be **trading spaces** in the next coming weeks.
9. The **Town's Insurance Policy** came up for **renewal** this month. Dwight Coombe, of Sprague & Killeen Inc., shopped for quotes from various companies on behalf of the Town. Selective Insurance again came in with the best price. Councilman Richard Coombe Jr. recused himself on any comment as he is related to Dwight Coombe.

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
MARCH 13, 2019**

10. The **Transfer Station** is in need of a **part-time person** to fill in when necessary. Supervisor Mathew's is suggesting Craig TerBush. Mr. TerBush is currently a wingman for the Highway Department. The following motion was made:

A motion was made by Councilman Richard Coombe Jr., seconded by Councilman Keith Zanetti, to appoint Craig TerBush to the position of Transfer Station Attendant PT Temporary to be paid \$14.93 per hr.-bi-weekly put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0.

OTHER

1. Councilman Michael Brooks and Councilman Keith Zanetti met with representatives from **Tri-Valley Little League** to discuss the maintenance of the **Route 42 Community Park**. Mike and Keith discussed with the Town Board the topics, including maintenance that were brought up at the meeting.
2. Councilman Michael Brooks will need to re-schedule the meeting with **IT Service** from April 24th to May 15th or the 29th. Mike will check and report back to the Board on the preferred date.

PAYMENTS OF CLAIMS AND VOUCHERS

• Vendor Payments	\$ 2,344.34
• Abstract #3	<u>187,762.39</u>
• Total	\$190,106.73

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

ADJOURN OR RECESS

On motion by Councilman Keith Zanetti, seconded by Councilman Michael Brooks, the meeting was recessed at 10:20 pm, put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

Lisa Garigliano, Town Clerk