

**TOWN OF NEVERSINK TOWN BOARD
TOWN BOARD MEETING
TENTATIVE AGENDA MARCH 12, 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. ABSENT (PLANNED)

OTHER TOWN OFFICIALS

Code Enforcement Officer Glenn Gabbard
Highway Superintendent Preston Kelly ABSENT (PLANNED)
Parks & Recreation Tanya Huggler

GUESTS

David Brittenham

MINUTES OF PREVIOUS MEETING (S)

Regular Meeting – February 12, 2025

SUPERVISOR’S RECEIPTS & DISBURSEMENT REPORT

Month of February 2025

Revenue Report, Expense Report and Trial Balance for 02/01/2025-02/28/2025

TOWN CLERK DECALS AND MONTHLY FEE REPORT

Month of February 2025

TOWN CLERK MONTHLY PETTY CASH REPORT

Month of February 2025

REPORTS AND MATTERS OF TOWN OFFICIALS

CODE ENFORCEMENT OFFICER

2025 Annual Report of Activity

Code Enforcement Officer Report for February 2025

- 233 Miles
- \$140.00 Receipts
- 0 Building Permits, total 2 for year
- 0 Building Permit Renewal, total 0 for year
- 1 Certificate of Occupancy/Certificate of Compliance, total 3 for year
- 1 Complaint, total 1 for year
- 1 Violations, total 1 for year
- 4 Municipal Searches, total 7 for year
- 0 Fire Inspections, total 0 for year
- 0 Junk Yard Permit, total 0 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
- 7 CEO Training GG Hours, total 7 for year
- 0 FOIL Request, total 0 for year

**TOWN OF NEVERSINK TOWN BOARD
TOWN BOARD MEETING
TENTATIVE AGENDA MARCH 12, 2025**

- 0 Fire Calls, total 1 for year

HIGHWAY SUPERINTENDENT

- Equipment Committee Report and further discussion.
 - Replace current equipment trailer.
 - Purchase new plow truck.
- Transfer Station concrete – after Spring Clean-up.
- Advertise for Summer Help, possible to work over Easter Break.
- Chips Funding: proposed changes.
- Permission to attend Cornell Cooperative Extension Local Roads Program/Highway School at Cornell/Ithaca College, June 1-4.

PLANNING BOARD

ZONING BOARD OF APPEALS

TOWN CLERK

FILINGS/CORRESPONDENCE WITH TOWN CLERK

- **Filings:**
 - Little League Lease
 - Regulation 87; Annual Governmental Insurance Disclosure Statement from Sprague & Killeen
- **Correspondence:**
 - Email from Matthew Merchant thanking Town of Neversink for facilitating transfer/protection of Keriland's property.
 - Email from Damascus Citizens for Sustainability re: negative environmental/economic impacts of waste to energy incinerator.

PUBLICATIONS

- Around the Reservoirs/Spring 2025

SUPERVISOR

- Resolution No. 2 of 2025 Spring Clean-up 2025
- Kitchen/Pavilion renovations at Fairgrounds.
- Resolution No. 3 of 2025 Budget Transfer
- Resolution No. 4 of 2025 Contingent Account, Terri Lockhart, LLC
- Resolution No. 5 of 2025 Highway Budget Transfer

PAYMENT OF CLAIMS AND VOUCHERS

Abstract #3 2025	\$
Total	\$

ADJOURN OR RECESS:

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
February 12, 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 with the pledge of allegiance.

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	ABSENT (WEATHER)
Code Enforcement Officer Glenn Gabbard	PRESENT
Parks & Recreation Director Tanya Huggler	PRESENT
Town Historian Roger Edwards	ABSENT (WEATHER)

GUESTS

Brian McPhillips	Vincent Kurzrock
Joe Bagley	Larry Bracken

- **Joe Bagley** asked if there was progress being made with the **hiring of a part-time maintenance worker**. He was advised that this would be discussed later in the meeting. Joe went on to discuss the necessity of **completing the kitchen at the Fairgrounds**, stating that the Styrofoam needs to come down and the new insulation needs to go up so that there can continue to be water in the kitchen during the winter months, he requested that a time be designated to complete this project. It was decided that the project will start mid-March when the ice rink closes and will be completed by May 31st so that summer Pavilion rentals can continue. There was additional discussion of getting proposals to extend the kitchen/pavilion by approximately 20', to make storage for the ice rink, and a skate/shoe changing room.
- **Legislator Brian McPhillips stated that he** has a new round of discretionary funding he may be able to earmark \$8,000.00 of for the Town of Neversink kitchen update at the Fairgrounds if the paperwork is completed and submitted. Town Supervisor Chris Mathews indicated that there is interest in doing this. He also advised Parks & Rec Director Tanya Huggler that there are more Youth Bureau funds available. He is happy to assist in any way needed. The County is currently looking for people to serve on the Human Rights Commission, Consumer Rights Commission and the 10 Year Charter Review Commission. Contact your legislator if interested in any of these positions.

MINUTES OF PREVIOUS MEETING(S)

Minutes of the Regular Meeting held on January 08, 2025 and the Organizational Meeting held on January 8, 2025 were ACCEPTED AS SUBMITTED 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.

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
February 12, 2025**

SUPERVISOR’S RECEIPTS AND DISBURSEMENTS REPORT

The Supervisor’s Report for the month of January 2025 and the Revenue Report, Expense Report and Trial Balance for 1/1/25-1/31/25 were ACCEPTED AS RECEIVED and filed on motion by Councilperson Nicole Gorr, seconded by Councilperson Jim Schmidt, 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 January 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 January 2025.

No expenditures made.

CODE ENFORCEMENT OFFICER

2025 Annual Report of Activity

Code Enforcement Officer Report for January 2025

- 251 Miles
- \$717.50 Receipts
- 2 Building Permits, total 2 for year
- 0 Building Permit Renewal, total 0 for year
- 1 Certificate of Occupancy/Certificate of Compliance, total 1 for year
- 1 Complaint, total 1 for year
- 1 Violations, total 1 for year
- 3 Municipal Searches, total 3 for year
- 0 Fire Inspections, total 0 for year
- 0 Junk Yard Permit, total 0 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
- 1 CEO Training GG Hours, total 1 for year
- 0 FOIL Request, total 0 for year
- 1 Fire Calls – 173 Mutton Hill Rd (Chimney Fire), total 1 for year

HIGHWAY SUPERINTENDENT

1. The Town Clerk asked on behalf of Highway Superintendent Preston Kelly if the Board wanted to continue with the **3-year rotation pickup replacement plan**. The Board is in favor of continuing the 3-year replacement plan. There is a Dodge Ram 3500 available on State contract. Chevy and Ford are currently closed to municipal sales. The Dodge Ram

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
February 12, 2025**

3500 Regular Cab with plow current price is \$62,408.50. This is \$2581.85 cheaper than last year. Money to come from unexpended balance. The following motion was made:

A motion was made by Councilperson Richard Coombe Jr., seconded by Councilperson Scott Grey authorizing Highway Superintendent Preston Kelly to purchase a Dodge pickup with plow off of the State Contract, for \$62,408.50, put to a vote and UNANIMOUSLY CARRIED.
VOTE: AYES 5 NAYS 0 ABSENT 0.

2. Preston would like to set up a **meeting with the equipment committee**. Councilperson Jim Schmidt and Councilperson Scott Grey will meet with Preston on Wednesday, February 18th at 4:00 pm.

PARKS & RECREATION DIRECTOR

Parks and Recreation Director Tanya Huggler gave the following monthly update:

- **Winterfest** was successful. She is hopeful that it will continue to grow next year.
- **Karaoke & Comedy** that was slated for March has been postponed until a venue can be found.
- The **ice rink** is doing very well and is well-attended.
- **Summer Camp** planning with Frost Valley YMCA is well underway, cost is expected to be \$165.00/week each child. It will not run the week of the Grahamsville Little World's Fair. The following week kids will be bussed up

TOWN CLERK

FILINGS AND CORRESPONDENCE FILED WITH TOWN CLERK

1. Town Clerk requested permission to **attend** the 2025 **NYS Town Clerks Association Conference** in Syracuse on April 26th to 30th, 2025.

A motion was made by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr to allow **Town Clerk to attend NYSTCA Clerk's conference in Syracuse April 26-30, 2025**, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

2. **Oath of Office:**

- Eileen Delaney – NFD Treasurer
- Rebecca Witthohn – Planning & Zoning Board Clerk

3. **To Be Filed:**

- Sprague & Killeen - New Policies for 2025
- Maps from County Clerk
 - Minor Subdivision – Goldstein
 - Lot Improvement Keriland & Lariccia
 - Lot Improvement Keriland & Hogsback & Sons LLC
 - Lot Improvement Keriland & Claudiu/Secara
 - Lot Improvement Keriland & McClatchy
- Snow & Ice Contract 2025
- Letter from NYS DEC regarding intent to purchase (3) land parcels

TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
February 12, 2025

- FOIL request re: East Mountain Rd – completed
- Letter from NYS Dept of Financial Services re: official designation of the Neversink-Denning BDD as the 57th designation under the statute.
- Amendment to Lease Agreement between the Town and the Sullivan County Soil & Water Conservation District

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

1. The Observer December 2024
2. Talk of the Towns & Topics January 2025

SUPERVISOR

1. The Town will put an **ad** in the **2025 Neversink Ag Society's Grahamsville Fair Booklet**. The following motion was made:

A motion was made by Councilperson Scott Grey, seconded by Councilperson Jim Schmidt to put an ad in the 2025 Grahamsville Fair Booklet put to a vote and UNANIMOUSLY CARRIED. Councilperson Nicole Gorr recused herself.

VOTE: AYES 5 NAYS 0 ABSENT 0.

2. **Pool status** was updated. As of now, there does not appear to be any water loss. This may change when snow/ice melt occurs and Joe is able to look at it further. According to Town Supervisor Chris Mathews, Highway Superintendent Preston Kelly will do the clean-up of the flower beds and other vegetation. Joe mentioned various 6'x6's that need to be replaced under the pool building. The Pool Committee met and has decided that the **pool will open Summer 2025 in "band-aid mode."** It is the Committee's opinion that the **pool will need to be shut down Summer 2026 to be redone.** The plumbing and electrical work will need to be upgraded, the surge room, the pool interior, and there was brief discussion regarding taking out the kiddie pool to put a splash pad in its place. The goal is to go into the Fall of 2025 with quotes/proposals to have work done starting as soon as possible in the Spring of 2026.
3. Councilperson Scott Grey asked if the Town Board had any additional changes to make to the **Little League lease** per Councilperson Richard Coombe Jr., the Town Attorney Ken Klein has reviewed the lease and given the ok to present it. The lease will be for the term of 5 years and will be presented to Little League in the upcoming week as schedules allow.
4. Councilperson Scott Grey briefly discussed the **AYSO lease** for the upcoming year. It was decided that the terms will remain the same for the 2025 season.
5. The following motion was made:

A motion was made by Councilperson Scott Grey, seconded by Richard Coombe Jr., to hire Ernst Degastonguay for the position of **Part-Time Maintenance person**, not to exceed 17.5

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
February 12, 2025**

hours per week at a pay rate of \$27.72 /hour, start date to be determined, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

EXECUTIVE SESSION

The Board **entered** into **Executive Session** at 8:16 pm on motion made by Councilperson Richard Coombe Jr., seconded by Councilperson Nicole Gorr, **to discuss performance, hiring and firing of individuals**, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

The Board **returned** from **Executive Session** at 8:52pm on motion made by Councilperson Richard Coombe, Jr., seconded by Councilperson Scott Grey, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

PAYMENTS OF CLAIMS AND VOUCHERS

Abstract #2A 2025	\$ 22,464.06
Abstract #2 2025	<u>\$ 116,109.16</u>
Total	\$ 138,573.22

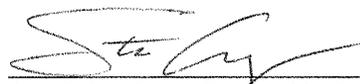
Vouchers, Claims were reviewed by the Board and authorized to be paid on motion by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

ADJOURN OR RECESS

On motion by Councilperson Richard Coombe, Jr, seconded by Councilperson Scott Grey, the meeting was adjourned at 8:59pm, put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,



Staci Conjura, Town Clerk

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Supervisor	Marriage License	1	7.50
		Photocopies	76	35.25
		Sub-Total:		\$42.75
A1603	Supervisor	Certified Death	25	250.00
		Certified Marriage	2	20.00
		Sub-Total:		\$270.00
A2115	Supervisor	Public Hearing Fees	1	92.48
		Sub-Total:		\$92.48
A2130	Supervisor	Coupon Book S/ W	213	5,325.00
		Landfill Temporary	3	430.00
		Permits	107	2,675.00
		Sub-Total:		\$8,430.00
A2544	Dog Licensing	Exempt Dogs	2	0.00
		Female, Spayed	11	16.50
		Female, Unspayed	2	15.00
		Male, Neutered	14	21.00
		Male, Unneutered	4	30.00
		Sub-Total:		\$82.50
A2590	Supervisor	Municipal Search	4	140.00
		Sub-Total:		\$140.00
A2770	Supervisor	Insufficient Funds Fee	1	20.00
		Sub-Total:		\$20.00

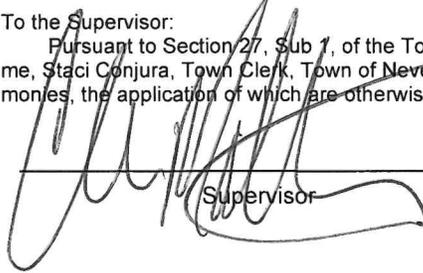
Total Local Shares Remitted: \$9,077.73 - ck # 1565

Amount paid to: N Y S Health Dept _____ 22.50 - ck # 156

Amount paid to: NYS Ag. & Markets for spay/neuter program _____ 43.00 - ck # 156

Total State, County & Local Revenues: \$9,143.23 **Total Non-Local Revenues: \$65.50**

To the Supervisor:
 Pursuant to Section 27, Sub 7, 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.


3/4/25

3/3/28

_____ Supervisor _____ Date _____ Town Clerk _____ Date



**Department of
Environmental
Conservation**

STATE OF NEW YORK
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
625 Broadway, Albany, NY 12233

Phone 1-800-962-5622

Invoice 2275-233101

TOWN OF NEVERSINK
273 Main Street P O Box 307, Grahamsville NY, 12740

Invoice Period: **02/01/2025** to **02/28/2025**

Invoice Summary

Sales Summary	Items Sold	Sales Total	Print Fee	Vendor Commission	Sweep Amount
	0	\$0.00	\$0.00	\$0.00	\$0.00
Reversals / Voids Summary	Items Reversed / Voided	Reversal / Void Total	Print Fee	Vendor Commission	Sweep Amount
	0	\$0.00	\$0.00	\$0.00	\$0.00
Manual Adjustment Summary	Adjustment Note	Adjustment Type	Adjustment Amount		
Invoice Totals					Sweep \$0.00

\$0.00 Will be swept from your bank account on **3/15/2025**



**Department of
Environmental
Conservation**

STATE OF NEW YORK
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
625 Broadway, Albany, NY 12233

Phone 1-800-962-5622

Invoice 2275-233101

TOWN OF NEVERSINK
273 Main Street P O Box 307, Grahamsville NY, 12740

Invoice Period: **02/01/2025** to **02/28/2025**

Daily Summary

Date	Sales			Reversals / Voids			Net		
	Quantity	Vendor	State	Quantity	Vendor	State	Total	Vendor	State
Totals	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

* Vendor Amount includes Agent commission and print fees collected

\$0.00 Will be swept from your bank account on **3/15/2025**

**TOWN OF NEVERSINK TOWN CLERK
PETTY CASH REPORT
02/13/2025 – 03/12/2025**

Cash on Hand

TOTAL \$ 200.00

**DISBURSEMENTS:
NONE**

\$ 0

REMAINING CASH ON HAND

\$ 200.00



Staci Conjura, Town Clerk

TOWN OF NEVERSINK

Building Department

Code Enforcement Report for the Month of February 2025

Town Car Mileage: 233

Office Receipts: \$140

- Building Permits Issued: M - 0 Y - 2
- Building Permit Renewals: M - 0 Y - 0
- Certificates of Occupancy / Compliance: M - 1 Y - 3
- Complaints: M - 1 Y - 1
- Violations: M - 1 Y - 1
- Municipal Search: M - 4 Y - 7
- Fire Inspections: M - 0 Y - 0
- Junkyard Permit: M - 0 Y - 0
- Mobile Home Park Permit: M - 0 Y - 0
- Operating Permit: M - 0 Y - 0
- Special Use Permit: M - 0 Y - 0
- Fireworks Permit: M - 0 Y - 0
- Training Hours CEO : M - 7 Y - 7
- FOIL: M - 0 Y - 0
- Fire Call: M - 0 Y - 1

Glenn A. Gabbard

Code Enforcement Officer

Fleet Vehicle - Month Feb Year 2025

DATE	DEPARTMENT	NAME	DESTINATION	OUT	IN	TOTAL MILES
2/4/25	BUILDINGS	GAS	INSP	15610	15614	4
2/6/25	BUILDINGS	GAS	INSP	15614	15660	46
2/11/25	BUILDINGS	GAS	INSP.	15660	15710	50
2/13/25	BUILDINGS	GAS	INSP	15710	15764	54
2/25/25	BUILDINGS	GAS	INSP.	15769	15807	38
2/27/25	BUILDINGS	GAS	INSP	15807	15848	41
2/1/25	Highway			15744	15769	5
		END				
		BEG				
		TOTAL MILES				
		4.00 +				
		46.00 +				
		50.00 +				
		54.00 +				
		38.00 +				
		41.00 +				
		5.00 +				
		238.00 T				
		238				

6.5 GAS
5 mi Highway Dept.

233 Ceo

5 Highway

233 MILES

HIGHWAY DEPARTMENT

3/12/2025

1. Equipment Committee met at the town barn on 2/18/25 and reviewed our replacement plan for highway equipment.

Item 1:

We agreed to bring to the board a request to replace our equipment trailer. Our current trailer is getting rusty underneath and not as structurally sound as I would like to see to move equipment of the weight that we do. The angle of the beavertail makes this trailer dangerous while loading and unloading our paver and especially our roller. It also has some issues with the loading rams that we have tried to address but have been unable to find proper spring assist parts to insure the support system while fold and unfolding loading ramps. If approved, Funding to come from unexpended balance.

Item 2;

We discussed the option of ordering another new plow truck , to be the same as the two we received this past year. The price is currently the same as the one we ordered last year but if we wait they we be taking another huge increase to meet the new EPA regulations coming later this year. Possibility of \$25,000 increase for first level of emissions. If approved, Funding to come from Machinery Reserve and we will need to have public referendum to do so.

2. Transfer station concrete- ?? after spring clean up
3. Advertise for summer help, possible to work over Easter break
4. Chips Funding: Proposed changes
5. !0hr. days (Department of Labor changes Proposed)

**TOWN OF NEVERSINK
RESOLUTION NO. 2 OF 2025
CLEANUP INITIATIVE
“SPRING CLEANUP 2025”**

WHEREAS, the Sullivan County Legislature adopted the Sullivan County Cleanup Initiative 2025 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 19, 23, 26 and 30, 2025.

Moved by:

Seconded by:

Adopted UNANIMOUSLY by VOTE: AYES NAYS ABSENT