

**TOWN OF NEVERSINK TOWN BOARD
REGULAR MEETING
NOVEMBER 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.

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
Parks & Rec Director Tanya Huggler	PRESENT
Code Enforcement Officer Glenn Gabbard	PRESENT

GUESTS

Cher Woehl	Walt Zeitschel
Richard Kennedy	Brian McPhillips
Vincent Kurzrock	Paul Lepke
Andrew McCabe	Ian Constable
Brent Gotsch	

- **Neversink Fire District Commissioners Paul Lepke & Richard Kennedy addressed the Town Board** regarding three issues within the Neversink Fire District. The first issue discussed was the **retaining wall between the Neversink Fire Department and Superior Lumber**, it is collapsing and they fear it will happen soon; potentially when there are children on the playground. CEO Glenn Gabbard advised that this is a civil issue between the Fire Dept and Superior Lumber but offered to look at it next week to give his opinion on whether or not there is imminent danger. Secondly, there have been **13 “false alarm” calls at the Hemlock this year**, the Commissioners would like the Town to consider adopting a fine schedule, similar to that in other towns, for false alarm calls. The Town Board will take this under consideration. Thirdly, the NFD Commissioners requested that a **stop sign be installed where vehicles exit The Hemlock onto State Route 55** as there has been numerous near misses and a documented accident this year. Highway Superintendent Preston Kelly advised that this section of the road falls under the Sullivan County DPW. **Legislator Brian McPhillips advised that Town Clerk should write a letter requesting the stop sign.** Per Town Board, letter will be written and sent.
- **Town Justice Brent Gotsch** advised that he will be exploring **translation services** for the Town Court.
- **ZBA Chairperson Ian Constable** addressed the Town Board; he advised **ZBA meetings will now be at 7:00 pm**, gave a brief update from the previous ZBA meetings and inquired about the **status of the ZBA Alternate Board Member position**. After discussion, the Town Board made the following motion:

A motion was made by Councilperson Richard Coombe Jr., seconded by Councilperson Scott Grey authorizing the Town Clerk to re-advertise for ZBA Alternate Board Member position, put to a vote and **UNANIMOUSLY CARRIED**.

VOTE: AYES 5 NAYS 0 ABSENT 0.

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

- Supervisor Chris Mathews spoke briefly about the **Veteran’s Day celebration**. Thanking those who showed up despite the blustery weather; praising Geri Gorton for her heartwarming words. Moving forward, the Town Board would like to see attendance increased for the event through more advertisement or by asking Town Historian Roger Edwards to speak.
- **Legislator Brian McPhillips advised that the County budget is near completion** with a 9.1% tax increase; 1% higher than last year’s budget. Public Hearing dates for the County Budget are December 2nd and December 4th.

MINUTES OF PREVIOUS MEETING(S)

Minutes of the Regular Meeting held on October 8, 2025, Minutes of Emergency Meeting held on October 16, 2025 and Public Hearing held on November 5, 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.

SUPERVISOR’S RECEIPTS AND DISBURSEMENTS REPORT

The Supervisor’s Report for the month of October 2025 was 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 ABSENT 0.

TOWN CLERK DECALS AND MONTHLY FEE REPORT

ACCEPTED AS SUBMITTED for the month of October 2025 to be filed 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.

TOWN CLERK MONTHLY PETTY CASH REPORT

Month of October 2025

No expenditures made.

REPORTS AND MATTERS OF TOWN OFFICIALS

CODE ENFORCEMENT OFFICER

Code Enforcement Officer Report for October 2025

- 321 Miles
- \$2,053.80 Receipts
- 15 Building Permits, total 75 for year
- 0 Building Permit Renewal, total 1 for year
- 3 Certificate of Occupancy/Certificate of Compliance, total 26 for year
- 0 Complaint, total 1 for year
- 0 Violations, total 3 for year
- 8 Municipal Searches, total 78 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

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

- 0 Fireworks Permit, total 1 for year
- CEO Training Hours, Glenn Gabbard total 62 for year
- 0 FOIL Request, total 2 for year
- 0 Fire Calls, total 6 for year

HIGHWAY SUPERINTENDENT

1. Highway Superintendent Preston Kelly gave the **bid results from Auctions International for two trailers:**
 - a. **1992 Trailer - \$580.00**
 - b. **2008 Trailer - \$6200.00**

The following motion was made:

A motion was made by Councilperson Richard Coombe Jr., seconded by Councilperson Scott Grey to accept the auction bids for the 1992 and 2008 Trailers to the highest bidders at Auctions International, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

2. Highway Superintendent Kelly advised that the **new Town pickup truck has arrived at Robert Green and requested permission to sell the 2022 Dodge Ram pickup truck with plow on Auctions International.** The following motion was made:

A motion was made by Councilperson Scott Grey, seconded by Councilperson Nicole Gorr to sell the 2022 Dodge Ram pickup truck with plow on Auctions International, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

3. The **new Mack plow truck**, ordered a year and a half ago, was **delivered to Reed Systems** for plow installation.

PARKS & RECREATION

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

1. P&R **hosted a trunk at TVCSD Trunk or Treat Event** that was successful, **Adult & Child Felting classes** in November were well received, the **trip to Shadowlands Theatre & the NYC bus trip** in December are almost full, and **Winterfest (with a Chili Cook-off)** is coming in February.
2. **Tree Lighting Event will be held December 6th**, Director Huggler asked for permission to **buy a grill, outdoor lights and a hot drink dispenser.** Permission was granted by the Town Board.
3. **NY Swims Grant is available for pool renovation.** Director Huggler offered to help write the **grant.** Town Board advised that it is aware of the grant but more information needs to be gathered regarding the construction, etc. before applying.
4. **Ice Rink** was briefly discussed. Per contract, **construction should be complete by December 15th.** The following motion was made:

A motion was made by Councilperson Richard Coombe Jr., seconded by Councilperson Scott Grey authorizing Town Clerk to advertise for **(2) Ice Rink Skate Guards**, seasonal position from early December thru mid-March, at the rate of \$15.50/hour, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

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

5. Director Huggler asked permission to **explore the creating of a Community Calendar** in order to get all local events listed in one general place. Permission was given.

PLANNING BOARD

- Meeting Minutes from 10/01/2025.

ZONING BOARD

- Meeting Minutes from 09/16/2025.

FILINGS/CORRESPONDENCE WITH TOWN CLERK

- ❖ To Be Filed:
 - FOIL request from MDS of NY Corp re: purchasing records – Completed
 - FOIL request from SmartProcure re: 497 Myers Rd – Completed
 - FOIL request from Susan Buckley re: Supervisor Compensation/Benefits – Completed
 - FOIL request from Sullivan’s Legacy re: previous FOIL requests from Oct-Nov 2025
 - Commercial Insurance Policy – Sprague & Killeen
 - Contract between Town and M&L Masonry for FG Pav Ext.
 - SCAR Decision from Sullivan Supreme & County Court Clerk’s Office
 - Dept of State re: Official Filing Notice of Local Law 1 of 2025
- ❖ Correspondence:
 - Email from Ashley Wightman re: FFA Flower Baskets
 - Email from DEC re: NYC DEP - Shields Rd, Permit Modification

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

Talk of the Towns & Topic – Sept/Oct 2025

SUPERVISOR

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

**TOWN OF NEVERSINK
RESOLUTION NO. 26 OF 2025
BUDGET AMENDMENT**

WHEREAS, the Town of Neversink has been awarded the Sullivan 180 2025 Golden Feather Community Impact Grant for improvements at the ice rink at the Grahamsville Fairgrounds, and this grant has a match requirement from the Town in the amount of \$ 25,000.00; and

WHEREAS, the Town Board has approved an additional \$ 50,000.00 allocation for the pavilion extension project at the Grahamsville Fairgrounds; and

WHEREAS, there needs to be an increase to A7310.42 Sullivan 180 Grant – Ice Rink for the Town’s match requirement in the amount of \$ 25,000.00 as well as an increase to A7110.2 Park Maintenance, Equipment and Capital Outlay, for the pavilion extension project in the amount of \$ 50,000.00, to be transferred from A1620.1 Safety Inspection, Personal Services in the amount of \$

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

38,500.00, from A7180.4 Special Rec Facilities (Pool) – Contractual Expense in the amount of \$ 8,000.00, and from A9050.8 Unemployment Insurance in the amount of \$ 3,500; 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:

A599 FUND BALANCE	\$ 25,000.00	
A960 APPROPRIATIONS	\$ 50,000.00	
A1620.1 Safety Inspection, Personal Services		\$ 38,500.00
A7180.4 Special Rec Facilities (Pool) – Contractual Expense		\$ 8,000.00
A9050.8 Unemployment Insurance		\$ 3,500
A960 APPROPRIATIONS	\$ 75,000.00	
A7310.42 Sullivan 180 Grant – Ice Rink, Town Match		\$ 25,000.00
A7110.2 Park Capital Outlay		\$ 50,000.00

**TOWN OF NEVERSINK
RESOLUTION NO. 27 of 2025
ADOPTION OF FINAL BUDGET FOR 2026**

WHEREAS, a Tentative Budget was submitted to the Town Board on October 1, 2025 and

WHEREAS, at the Recessed Town Board Meeting held on October 8, 2025 the Tentative Budget with the minor changes made, was accepted as the Preliminary Budget and was considered to be suitable and workable for the needs of the Town for the fiscal year beginning January 1, 2026 and

WHEREAS, a Public Hearing was held on November 5, 2025 at which time any persons wishing to be heard in favor of or in opposition to was given the opportunity to do so; and

NOW, THEREFORE, BE IT RESOLVED, that the Preliminary Budget, as presented on November 5, 2025 is hereby adopted as the Final Budget for the fiscal year beginning January 1, 2026.

The foregoing resolution was moved by Councilperson Richard Coombe Jr., seconded by Councilperson Jim Schmidt and adopted by a roll call vote as follows:

Supervisor Chris Mathews	voting	AYE
Councilperson Jim Schmidt	voting	AYE
Councilperson Nicole Gorr	voting	AYE
Councilperson Scott Grey	voting	AYE
Councilperson Richard Coombe Jr.	voting	AYE

The resolution was thereupon declared duly adopted.

Dated: November 12, 2025
Town of Neversink

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

Grahamsville, New York

2. The **2025/2026 Holiday Schedule** was briefly discussed. More discussion will occur at next meeting regarding the Holidays.
3. Supervisor Chris Mathews read & requested that the following **FOIL request from Susan Buckley**, dated 11/5/25, and that the Town of Neversink's response be entered into the meeting minutes:

Dear Town Clerk,

Pursuant to the New York Freedom of Information Law (Public Officers Law, Article 6), I respectfully request access to and copies of the following records for the current fiscal year (2024):

1. The salary and any additional forms of compensation paid to the Town Supervisor, including but not limited to stipends, allowances, or other monetary benefits.
2. The cost to the Town for any benefits provided to the Supervisor, including health insurance premiums (employer portion), retirement contributions, and any cash payments in lieu of benefits.
3. Any written summary, contract, or policy that describes the benefits available to the Town Supervisor (e.g., health insurance plan options, retirement system participation, or buyout policies).

If these records are available electronically, please email them to me at sverbert5329@gmail.com.

Otherwise, please advise of any copying fees before fulfilling this request.

If any portion of this request is denied, please provide the specific statutory reason for the denial and advise me of my rights to appeal.

Thank you for your time and assistance.

Sincerely,

Susan Buckley

Sverbert5329@gmail.com

Response from Geri Gorton, dated 11/07/25:

Hello Susan,

Please find the answers to your questions below:

1. Mr. Mathews receives an annual salary of \$36,453, which is paid bi-weekly. He does not receive any stipends, allowances or other monetary benefits. (Organizational Minutes dated January 8, 2025 are attached)
2. As a part-time elected employee, Mr. Mathews is not entitled to insurance. He is a member of the Retirement System but his contributions are his own and the Town does not match them. The Town does not offer cash payments in lieu of benefits to any employees.
3. The Town does not offer any health insurance plan options to any part time employees. There is AFLAC offered to permanent and salaried employees but that is self-pay and the Town does not match. NYS Deferred Compensation Plan is also offered to all Permanent and Salaried Employees and the Town does not match those contributions. There are no Buyout Plans for anyone employed by the Town of Neversink. There is an Employee Handbook that is too large to attach but please feel free to stop into my office to review at your leisure.

Sincerely,

Geri Gorton

Senior Account Clerk/ Payroll

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

OTHER

1. The following motions were made:

A motion was made by Councilperson Nicole Gorr, seconded by Councilperson Scott Grey to authorize Tri-Valley FFA to do the hanging baskets and tubs in 2026 at the cost of \$32.00 each, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

A motion was made by Councilperson Richard Coombe Jr., seconded by Councilperson Scott Grey to offer the position of Part-Time Bookkeeper/Budget Officer to Patricia Gold at payment rate of \$3500.00/month to continue in her duties, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

A motion was made by Councilperson Richard Coombe Jr., seconded by Councilperson Scott Grey to authorize Geri Gorton to thank the pending candidates who applied for the Full-time Bookkeeping position, put to a vote and UNANIMOUSLY CARRIED.

VOTE: AYES 5 NAYS 0 ABSENT 0.

PAYMENT OF CLAIMS AND VOUCHERS

• Health Insurance	\$	86,217.49
• Vendor Payments	\$	5,084.43
• Abstract # 11	\$	<u>181,411.28</u>
Total	\$	272,713.20

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 Scott Grey, seconded by Councilperson Nicole Gorr, the meeting was adjourned at 8:43 pm, put to a vote and UNANIMOUSLY CARRIED.

Respectfully submitted,

Staci Conjura, Town Clerk