

**Town of Jay Regular Town Board Meeting  
February 14, 2019 @ 7:00 pm @ Town of Jay Community Center**

**MINUTES**

**Present-** Supervisor Archie Depo, Councilman Tom McDonald, Councilman Chad Garcia, Councilman Spencer Reynolds, Deputy Town Clerk Carol Greenley-Hackel, DPW Director Kevin Zaumetzer, Town Attorney Daniel Manning

**Others-** Lynn Edmunds, John Hopkins, Wayne Frederick, Mike Stuart, Gerald Newman, Frank Pagano, Sue Pagano, Amy Shalton, Knut Sauer

**Absent-** Town Clerk Beatrice Pelkey

Meeting called to order at 7:02 pm

Pledge to the Flag led by Councilman Reynolds

Supervisor Depo requested to go to Executive Session regarding a DPW issue and a Personnel matter at 7:03 pm

Motion to go to Executive Session made by Councilman Garcia, 2nd by Councilman McDonald, all in favor.

Board returned from Executive Session at 7:55pm- no decisions reached, per Supervisor Depo

Attorney Manning Report

1. Resignation of Councilman Robert Segall
  - a. The Board can appoint someone to fill this vacant seat
  - b. The Board can choose not to fill this position until the election is held in November
  - c. The appointed position would be until December 31, 2019
  - d. The selected candidate could choose to run in November 2019 for the remainder of the unexpired term
2. Buildings/Codes
  - a. 13 Broad Lane-Lance Galvin
    - i. Mr. Galvin was sent certified mail on December 18, 2018 which was signed for on December 27, 2018 with a "Notice to Comply" to remove the garbage
    - ii. At Attorney Manning's suggestion, the Town Board set a Hearing for 6:00 pm on March 14<sup>th</sup> where Mr. Galvin can appear and justify why the property isn't cleaned
    - iii. The Town Board can then remove the garbage and charge Mr. Galvin or put a lien on his taxes to recover their expenses
  - b. 11 Broad Lane-Lance Galvin
    - i. Code Enforcement Officer Russ Coonradt has placed a "Stop Work Order" on this property
  - c. 149 Church Lane- Mark Reinman
    - i. Several attempts to find Mr. Reinman have been unsuccessful
    - ii. Attorney Manning requested a Board Resolution to hire someone to find and serve Mark Reinman. A motion was made by Supervisor Depo and 2<sup>nd</sup> by Councilman Reynolds to hire someone to serve Mr. Reinman. All in favor, none opposed, duly passed- **Resolution # 021419-1**
3. A motion to approve January 10, 2019 Board Meeting Minutes with the following corrections was made by Councilman McDonald, 2<sup>nd</sup> by Councilman Garcia, all in favor, none opposed, duly passed.

Change to read under Supervisor A- motion made by Councilman McDonald.  
Delete repeat of second motion made by Councilman McDonald S/B 2<sup>ND</sup> by Councilman Garcia. **Resolution #021419-2**
4. A motion to approve audited bills for February 2019 as presented (see attached abstract) was made by Councilman McDonald, 2<sup>nd</sup> by Councilman Reynolds, all in favor, none opposed, duly passed. **Resolution #021419-3**

5. A motion to approve Special Project Invoices ( SS PUMP and AF WATER CONTROL)as presented made by Councilman Reynolds, 2<sup>nd</sup> by Councilman McDonald, all in favor, none opposed, duly passed. **Resolution #021419-4**
6. A motion to adopt the Essex County Sexual Harassment Policy for the Town of Jay was made by Councilman McDonald, 2<sup>nd</sup> by Councilman Garcia, all in favor, none opposed, duly passed. **Resolution # 021419-5**
7. A motion to approve overnight travel for Councilman McDonald to attend the Association of Towns Training in NYC was made by Councilman Reynolds, 2<sup>nd</sup> by Councilman Garcia, all in favor, none opposed, duly passed. **Resolution #021419-6**
8. A motion to approve overnight travel for Code Enforcement Officer Russ Coonradt to attend training in Latham NY was made by Councilman McDonald, 2<sup>nd</sup> by Councilman Garcia, all in favor, none opposed, duly passed. **Resolution #021419-7**
9. A motion to approve the Town of Jay Justice Court Audit for 2018 was made by Councilman McDonald, 2<sup>nd</sup> by Councilman Garcia, all in favor, none opposed, duly passed. **Resolution #021419-8** \*\* Councilman McDonald noted that Court Clerk Jaime Rose Douglass does a phenomenal job with her books and there is never an issue.
10. A motion to approve the Caleb Smith wedding to be held at the Covered Bridge on June 29<sup>th</sup> was made by Councilman McDonald, 2<sup>nd</sup> by Councilman Reynolds, all in favor, duly passed. **Resolution #021419-9**
11. A motion to accept the resignation of Robert Segall as Councilman was made with regret, by Supervisor Depo, 2<sup>nd</sup> with regret, by Councilman Garcia. All in favor, none opposed, duly passed. **Resolution #021419-10**
12. A Resolution of Appreciation for the hard work and dedication Robert Segall showed during his time as Councilman was requested by Supervisor Depo, motion made by Councilman Reynolds, unanimous second, duly passed. **Resolution #021419-11**
13. Updates-Supervisor Depo reported the following:
  - a. Upper Jay Ice Jam
    - i. He has attended several meetings with NYS, the DEC, Essex County, the Governor's Office, Essex County and Town of Jay Emergency Services and most recently the Army Corp of Engineers
    - ii. Hydrologist studies have been, and are continuing to be done on the river
    - iii. The current work in the river with the long arm is about half way done and should be completed in possibly another week
  - b. SS Pump Stations
    - i. The equipment is here-using the Sewer Station as a staging area
    - ii. Project work should begin next week
    - iii. Local AVCS graduate and college graduate Paul Ford has been hired by AES and will be working on this project
  - c. AF Water Project
    - i. Currently fitting screens to wellheads
14. Department Heads Report
  - a. Animal Control-Tim Hart-Written Report submitted
  - b. Code Enforcement Officer- Russ Coonradt-Written Report submitted
  - c. DPW Director Kevin Zaumetzer
    - i. Requesting approval for purchase of new push frame for J9 from TENCO for \$2100 plus heavy freight. Motion made by Councilman McDonald, 2<sup>nd</sup> by Councilman Garcia, all in favor, none opposed, duly passed. **Resolution #021419-12**
    - ii. Discussion to acknowledge that after an Essex County E911 request that Highway Superintendents list all private drives, it has come to his attention that Mountain Meadows Way indicates that it is a private drive and it needs to be changed to Lane, and Whispering Pines Lane is a private road and therefore needs to be changed to Way. Further work will go into this project
    - iii. No Parking from April 15-November 1 Signs need to be placed on Main Street in order to plow during a storm. Mark Bonfey from NYS stated that the Town of Jay had a resolution previously allowing them to place these signs from the town line to the Methodist Church on Main Street. Request was made by Kevin Zaumetzer

that a new Resolution be passed allowing for the same. Motion made by Supervisor Depo, 2<sup>nd</sup> by Councilman McDonald, all in favor, none opposed, duly passed. **Resolution #021419-13**

- iv. Nugent Plant-the insurance company wants to send a specialist to examine the dehumidifier. Also, parts for heaters/furnace are in and awaiting work by ANCO
- v. Valley Road Pump Station-update on generator? Supervisor Depo stated that it was scheduled to be rebuilt by F&M. Waiting for parts.
- vi. There is a water break in Howard Heights in front of Williams'. At this time, it is 8' back from the road and not a danger to the road. Anticipated fix time, next week due to storms.

**15. Board Comments**

- a. Councilman Garcia-Nothing at this time
- b. Councilman McDonald
  - i. Please note that the minutes on the website are up to date
  - ii. He and Councilman Garcia are working on a gym use plan
- c. Councilman Reynolds
  - i. Update from the Marketing Committee-will be meeting on March 13 with ROOST and some business owners to exchange ideas about how to market our town
- d. Supervisor Depo
  - i. The Town of Black Brook has requested a joint meeting with the sewer committee on March 1<sup>st</sup> at 10:00 am- Supervisor is trying to get them to switch to an evening time

**16. Audience Comments**

- a. Wayne Frederick- raised questions regarding the Upper Jay Ice Jam. Supervisor Depo noted that there will be an upcoming Public Hearing with the hydrologists where they will present detailed results of their 4-5 year study of the river. The Board will then use these results to decide which projects to fund with the allotted funds. Councilman Garcia stated that he was impressed with how detailed the reports were and the level of knowledge the hydrologists had. Councilman Reynolds stated that he felt these were great engineers and they would conduct an informational Public Hearing
- b. Knut Sauer- Regarding Robert Segall's resignation-time frame to replace? Supervisor Depo responded that the Board will take a couple of weeks to think over the interested candidates and come to a decision

**17. A motion to adjourn was made by Councilman McDonald, 2<sup>nd</sup> by Supervisor Depo, all in favor, none opposed. Adjourned at 8:35 pm.**