

**TOWN OF JAY REGULAR TOWN BOARD MEETING  
JUNE 13, 2024  
7:00PM @ COMMUNITY CENTER**

**PRESENT:** Supervisor Matt Stanley, Councilman Tom McDonald, Councilman Knut Sauer, Councilman Steve Forbes, Councilor Dwyer, Town Clerk Carol Greenley Hackel, Attorney Dan Manning III

**OTHERS:** Robin Licari, Chris Sorrell, Cody Garren, Paul Mintz, Rodger Tompkins, Alex Nelson, Nick Nelson, Lynn Edmunds, Sue & Frank Pagano, Jaidene Mason, Jason Andrew, Norman Jabut, Michael Rafferty, Wally Walters

**VIA "GO TO" MEETING:** Smiley, guest, Bill Campbell, TM, JH, Moe

Meeting called to order at 7:00 pm

Pledge to the Flag led by Supervisor Stanley

Motion to pay Audited Bills – vouchers # 2024/523 – 2024/634 made by Councilman McDonald, second by Councilman Forbes, all in favor, none opposed, duly passed

**Resolution #2024-124**

Motion to accept the minutes from Regular Board Meeting, May 9, 2024 made by Councilor Dwyer Second by Councilman Sauer, all in favor, none oppose, duly passed

**Resolution #2024-125**

Motion to accept the minutes from the Special Board Meeting, May 22, 2024 made by Councilman McDonald, second by Councilor Dwyer, all in favor, none opposed, duly passed

**Resolution # 2024-126**

**AUDIENCE COMMENTS**

1. Norman Jabut

2. Motion for the Town of Jay to sponsor the entertainment for Jay Day, August 24<sup>th</sup> for the Mark Rust show in the amount of \$750.00 (ROOST) made by Councilor Dwyer, second by Councilman McDonald, a roll call vote was held with the following results;

Councilman Sauer – yes

Councilor Dwyer – yes

Councilman Forbes – no

Supervisor Stanley – yes

Councilman McDonald – yes

**Resolution # 2024-127**

2. Jason Andrew

1. Request to have a public art project that would wrap the Covered Bridge in fabric for the Columbus Day Weekend, with a backup location of the barn on his personal property, tabled after discussion until research into safety and liability issues can be addressed

2. Announce August 22 as the date for Jay Invitational Clay

**DEPARTMENT HEADS**

Highway – Chris Sorrell

1. The Board authorized Attorney Manning to speak with Attorney Smith with regards to the Hawthorne Lane request and report back with a recommendation

2. Motion to increase HWY line 51122.2 (Permanent Improvements CE appropriations) in the amount of \$261,187.00 and increase 3501.2 (Revenue) \$261,187.00 to match CHIPS funding of \$567,778.16 made by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, duly passed

**Resolution #2024-128**

3. Motion to authorize Supervisor Stanley to apply for the 2024 WQIP DEC grant for a new salt structure made by Councilman McDonald, second by Forbes, all in favor, none opposed, duly passed

**Resolution #2024-129**

4. Motion to approve the sale of the Jacobsen lawn mower to the UJ Fire Department in the amount of \$2000 with proceeds to be split 50/50 with the Town of Black Brook made by Councilman Forbes, second by Councilman Sauer, all in favor, none opposed, duly passed

**Resolution # 2024-130**

5. Motion to accept all bids from Auctions International as shown on report made by Councilman McDonald, second by Councilman Forbes, all in favor, none opposed, duly passed

**Resolution #2024-131**

6. Tandem warranty-no decision

7. J2 new box? Tabled

8. Hwy will be exchanging a 4 way plow with Tenco-no cost- for the new tandem (different size)

9. Verizon tower placement discussion-tabled

10. Motion to authorize Supervisor Stanley to sign the necessary contracts with the ARA to move forward with emergency repairs to River Road riverbank as a result of damages from a fallen tree (from Riverbank Restoration) made by Councilman McDonald, second by Councilor Dwyer, a roll call vote was held with the following results:

Councilman Sauer – yes

Councilor Dwyer-yes

Councilman Forbes – yes

Supervisor Stanley – yes

Councilman McDonald – yes

**Resolution # 2024-132**

**DEPARTMENT HEAD REPORTS**

Water/Sewer-Paul Mintz

1. Tank replacement on Route 86 complete and working well

2. Septic pumping-24 completed-approx 60 to go

3. Taken five contractors to WWTF for pre-bid purposes

4. Thanks to the HWY Department for the help at the most recent break/leak

Code Enforcement-Rodger Tompkins

1. May 2024-11 new permits

2. 39 permits to date

Dog Control-Donna Tatro-no report

1. Per Supervisor Stanley- Jay HWY employee has completed the training and has been hired as Dog Control by the Town of Wilmington

**COMMITTEES**

Economic Development-Supervisor Stanley

1. Meeting date change-no update

2. Possible microenterprise grant to help new businesses?

Youth Commission – Supervisor Stanley

1. Games starting in the Grove

2. Thanks to Paul Benway for helping Supervisor Stanley with getting dirt spread and grass growing

Parks-Councilor Dwyer

Following Parks Report inadvertently omitted from the May Minutes:

**Upper Jay: On April 27, more than two dozen volunteers raked, weeded, and planted in Upper Jay at Wells Memorial Library and the town park by the post office. People enjoyed being outside and working together to get our parks ready for spring and summer events. Thank you to the Adirondack Mountain Coffee Cafe and Sugar House Creamery for donating food and beverages for volunteers.**

**Au Sable Forks: On May 4, Corrine Pulsifer led volunteer cleanup efforts at Henry's Trail in The Grove. The Town of Jay thanks Corrine and her husband Wally for all their efforts to look after Henry's Trail and pick up trash at The Grove sports fields to keep the area safe and clean for visitors.**

**Jay: The next spring volunteer cleanup day will be on Saturday, May 18, from 10 a.m. to 12 p.m. at Douglas Memorial Park in Jay. People of all ages and abilities are welcome to attend.**

**Thank you to the Rotary Club of the Ausable Valley for providing refreshments.**

**Thank you to the Highway Department for supporting the volunteer days by providing equipment and removing brush and the Supervisor's office for providing t-shirts for volunteers. Many thanks to Paul Benway for his dedication to maintaining the town parks and helping the committee identify tasks for volunteers.**

1. Last cleanup date was May 18-thanks to Knut Sauer and the Rotary Club for supplying refreshments

2. Thanks to the Town Clerk for planting flowers around the hamlets

3. Thanks to Paul Benway for all the work in the parks
4. Next meeting June 19<sup>th</sup>
5. Always seeking new members
6. Welcome to Grace Potthast-new member

#### Climate Smart-Councilman Sauer

1. Level one accomplished - \$5k
2. Level two submitted-\$10k possible
3. Next meeting June 28<sup>th</sup>
4. September 14th- Community Sustainability & Energy Fair @ JEMS

#### Comprehensive Plan - Wally Walters

1. public kick off early fall
2. Motion to go out to bid with RFP for consultant services after RFP approval by Attorney Manning made by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, duly passed  
**Resolution #2024-133**
3. Au Sable River Association announces a name change to Au Sable Freshwater Center

#### **SUPERVISORS REPORT**

1. Motion to accept the resignation of HWY employee Jazmyne Dubay made by Councilman Forbes, second by Councilor Dwyer, all in favor, none opposed, duly passed

#### **Resolution #2024-134**

2. NY Class Update
  - a. \$22,000 interest gained last month
  - b. Upwards of \$100,000 to date for 2024
3. Financials and Bank Reconciliations in your packet
4. ADA Update- the lift is awaiting inspection and should be ready to use next week
5. Motion to prepay Branon Construction invoice #5 in the total amount of \$29,036.75 (Capital Improvement-CDBG Funds) made by Councilman Forbes, second by Councilman McDonald, a roll call vote was held with the following results;  
Councilman Sauer - yes  
Councilor Dwyer - yes  
Councilman Forbes -yes  
Supervisor Stanley - yes  
Councilman McDonald - yes

#### **Resolution # 2024-135**

6. Motion to prepay AEDA for two invoices in the total amounts of \$1368.50 and \$2005.20 (Capital Improvement-CDBG Funds) made by Councilor Dwyer, second by Councilman Forbes, a roll call vote was held with the following results; Councilman Sauer - yes  
Councilor Dwyer - yes  
Councilman Forbes - yes  
Supervisor Stanley - yes  
Councilman McDonald - yes

#### **Resolution #2024-136**

7. The fourth request for funds has been turned in the CDBG for the following amounts
  - a. For construction - \$7523.64
  - b. For engineering - \$748.17
  - c. AARPA funds will take over after that (\$70k)
8. ADA Update
9. Motion to authorize Supervisor Stanley to sign a change order to use AARPA funds to extend the front sidewalk one more joint made by Councilman Sauer, second by Councilor Dwyer, all in favor, none opposed, duly passed  
Resolution # 2024-137

10. Motion to prepay National Seating and Mobility invoice # 24-8373 for two months' rent of temporary handicap ramp in the amount of \$900.00 made by Councilor Dwyer, second by Councilman Sauer, a roll call vote was held with the following results;  
Councilman Sauer - yes  
Councilor Dwyer - yes  
Councilman Forbes - yes  
Supervisor Stanley - yes  
Councilman McDonald - yes

#### **Resolution # 2024-138**

11. Motion to award Mountain Valley Electric the bid for installing the LED lighting in the Community Center (\$8500) made by Councilman Forbes, second by Councilor Dwyer, a roll call vote was held with the following results; Councilman Sauer - yes

Councilman Forbs - yes

Councilor Dwyer - yes

Supervisor Stanley - yes

Councilman McDonald - abstain

**Resolution # 2024-139**

12. Motion to purchase additional lights from Hynes Electric (to replace the gym lights originally not listed in the project) in the amount of \$3811.80 made by Councilman Forbes, second by Councilor Dwyer, a roll call vote was held with the following results;

Councilman Forbes - yes

Councilman Forbes - yes

Councilor Dwyer- yes

Supervisor Stanley - yes

Councilman McDonald - yes

**Resolution # 2024-141**

13. Thank you to Paul Benway and the Highway Department for installing the new bench at the Jay Green

14. Motion to prepay Hydrosorce invoice # 3381 in the amount of \$197.50 (AARPA) for Hydrogeological Services made by Councilman McDonald, second by Councilman Forbes, all in favor, none opposed, duly passed

**Resolution # 2024-142**

15. UJ Parking Area Update

a. no approval yet

b. Supervisor Stanley will pick up signs in Saranac Lake

c. Wally Walters will build a frame for the sign

16. UJ Park Lights

a. Councilman McDonald is working on getting a pole set

b. Suggestion to put EV Chargers there-no- not enough parking

17. Motion to authorize Supervisor Stanley to go out to bid for sidewalk replacement in three locations per HWY department (upon approval from Attorney Manning) made by Councilman Sauer, second by Councilman Forbes, all in favor, none opposed, duly passed

**Resolution # 2024-143**

18. Motion to approve stipend/buyout payments between payroll cycles made by Councilor Dwyer, second by Councilman Sauer, all in favor, none opposed, duly passed

**Resolution #2024-144**

19. Motion to increase Revenue 3087.47 (NYSERDA) in the total amount of \$10,000 and 16204.1(Building CE) by the same, made by Councilman Sauer, second by Councilman McDonald, all in favor, none opposed, duly passed

**Resolution # 2024-145**

20. Motion for requested Budget Transfer #1 (as shown in packet) made by Councilman McDonald, seconded by Councilman Forbes who moved for its adoption:

BE IT RESOLVED that the following budget transfers take place:

· Increase 83104.1 in the amount of \$55,540.0

· Increase 83204.1 in the amount of \$6200.00

· Increase 83404.1 in the amount of \$9440.00

· Increase 83504.1 in the amount of \$6000.00

· Increase 83894.1 in the amount of \$48,737.93

For a total amount of \$125,917.93 to be taken from Fund Balance (2023 roll over of AARPA funds)

**Resolution #2024-146**

21. The following motion was offered by Councilman McDonald, who moved for its adoption;

BE IT RESOLVED that the following budget transfer take place:

Increase 51302.2.2 (Machinery EQ) in the amount of \$603,707.00

For purchase of a loader and a tandem (funded by BAN funding)

This motion had a second from Councilor Dwyer

Councilman Sauer - yes

Councilor Dwyer - yes

Supervisor Stanley - yes

Councilman McDonald - yes

Councilman Forbes - yes

**Resolution # 2024-148**

22. The following motion was offered by Councilman McDonald, who moved for its adoption;

BE IT RESOLVED that the following budget transfer take place:

Increase 19104.1 (Unallocated Insurance) in the amount of \$12,935.73

Decrease 19894.1 (Contingency) in the amount of \$12,935.73

This motion had a second from Councilman Forbes.

Councilman Sauer - yes

Councilor Dwyer - yes

Supervisor Stanley - yes

Councilman McDonald - yes

Councilman Forbes- yes

Duly passed

**Resolution #2024-148**

23. The following motion was offered by Councilor Dwyer who moved for its adoption;

BE IT RESOLVED that the Town of Jay Town Board hereby authorizes Supervisor Matthew Stanley to apply for and accept, if awarded, a \$300,000.00 Community Development Block Grant for housing rehabilitation, and

BE IT RESOLVED that the Town of Jay Town Board appoints Supervisor Matthew Stanley as the projects Certifying Officer, and

BE IT RESOLVED that the Town of Jay Town Board appoints Nicole Justice Green as the projects Fair Housing Officer.

This motion had a second by Councilman Sauer, all in favor, none opposed, duly passed.

**Resolution # 2024-149**

24. Motion to approve purchase of four picnic tables for Jay Park at LOWES in the amount of \$139.00 each made by Councilman Sauer, second by Councilor Dwyer, a roll call vote was held with the following results;

Councilman Sauer - yes

Councilor Dwyer - yes

Councilman Forbes - yes

Supervisor Stanley - yes

Councilman McDonald - yes

**Resolution # 2024-159**

## **EVENTS**

Circus - June 23rd at the Grove

## **BOARD COMMENTS**

Councilman McDonald

1. Discussed NYSEG property easement at Johansen's property
2. Discussed possible clothing allowance accounts at specific stores where the employees can purchase items on an account

Councilman Forbes

1. Thanks to Supervisor Stanley for his attention to the recent incident in the Acres

Councilor Dwyer

1. Voyent Alert was extremely helpful during the incident in the Acres and encourages residents to sign up
2. Thanks to AVCS and Saranac Lake High School teachers, admin and coaches for addressing the recent student/parent situation
3. Recognizing Pride month and all the contributions of Town of Jay residents

Councilman Sauer

1. Seconds everything Councilor Dwyer stated

Attorney Manning

Correction to BOND Resolution discussion which specified an incorrect interest limit of 5%

**AUDIENCE COMMENTS-** nothing at this time

Announce Next Meeting

Due to schedule conflicts the July Board Meeting will be held Wednesday, July 10th, beginning with a Public Hearing at 6:30 and Regular Board Meeting to follow at 7:00 pm

Motion to leave for Executive Session for personnel and legal matters made by Councilman McDonald, second by Councilor Dwyer, all in favor, none opposed, left for Executive Session at 9:38 pm

**Resolution # 2024-151**

Board returned from Executive Session at 10:04 with no decisions being made during Executive Session

Motion, after confirmation from the Board of Elections that there was only one candidate on the ballot (Christopher Sorrell), that Christopher Sorrell be appointed as Town of Jay Highway Superintendent made by Councilman McDonald, second by Councilman Forbes, a roll call vote was held with the following results;

Councilman Sauer - yes

Councilor Dwyer - yes

Councilman Forbes - yes

Supervisor Stanley - yes

Councilman McDonald - yes

**Resolution # 2024-152**

Motion to authorize posting a help wanted ad for two MEO openings (replacing Chris Sorrell and Jazymne Dubay) made by Councilman Forbes, second by Councilman McDonald, all in favor, none opposed, duly passed

**Resolution #2024-153**

Motion to adjourn made by Councilman McDonald, second by Councilor Dwyer, all in favor, none opposed, adjourned at 10:07 pm

Carol Greenley Hackel  
Town of Jay Town Clerk