

December 12, 2024 Regular Board Meeting

Meeting Proceedings

Call to Order:

The meeting was called to order by Matt Stanley at 7:00 PM. He announced the start of the meeting and welcomed attendees.

Pledge to the Flag led by Supervisor Stanley

Agenda Items and Discussions

Financial Review:

Audited Bills:

- o General Fund: \$80,582.63
- o Highway Fund: \$633,441.50
- o Water Funds (1-3): \$9,681.12 total
- o Sewer Fund: \$5,732.72
- o Wastewater Plant Upgrades: \$1,567.50
- o Ambulance Squad Payment: Final annual payment of \$102,616.25
- o Riverbank Restoration: \$5,030
- o Grand Total: \$838,651.72

Motion: McDonald

Second: Forbes

Resolution #2024-287

Carried unanimously.

Approval of Minutes:

November 14, 2024, Meeting Minutes:

- o Amended to correct a duplication error on Resolution 258, changing it to Resolution 259.

Made: Sauer

Second: Forbes

Resolution #2024-288

Carried unanimously.

Department Reports:

Code Enforcement:

- o No report as the officer was absent. Routine operations reported as normal.

Dog Control:

- o No report as the officer was absent. Routine operations reported as normal.

Water and Wastewater:

Incidents and Repairs:

- o November 25 water main break on Church Lane, attributed to poor backfill conditions.

o Critical failure at the wastewater treatment plant on November 26, resolved promptly. Plans to replace battery backups and schedule regular maintenance checks.

Projects:

o LED light replacement to be completed by 2024 for rebates.

o Ongoing creation of a master maintenance schedule.

Training:

o Dan McDonald completed a basic operations course and is preparing for state certification.

Highway Department:

Snow Management: Crews managing lake-effect snow with varying totals expected in the area.

Paving Projects:

o Completed 1.3 miles of paving on various roads for approximately \$400,000 (covered by CHIPS funding).

o \$190,000 CHIPS funds carried forward for 2025.

Equipment:

Approval for backhoe tire replacement (\$2,599.29).

Made: Forbes

Second: McDonald

Resolution #2024-289

Roll Call Vote: Sauer - Aye, Dwyer - Aye, Stanley - Aye, McDonald - Aye, Forbes - Aye. Carried unanimously.

o Tire changer purchase deferred for further review.

o Communications Upgrade: Installation of a new repeater significantly improved radio coverage.

Guests and Presentations:

Composting Initiative:

Jennifer Perry from ANCA presented plans for a pilot composting program, including:

Application for DEC grants covering:

o Shipping container purchase and site preparation.

o Community education and training campaigns.

o Collection bins for residents.

Pilot Goals: Gauge community interest in composting, with potential expansion into a full composting operation or transfer station.

Authorization to apply for the DEC composting grant.

Made: Sauer

Second: Dwyer

Resolution #2024-290

Carried unanimously.

Committee Updates:

Economic Development:

o Progress on transferring properties to the land bank.

- o Updates on the Main Street Grant application (not awarded this cycle, with plans to reapply).
- o Removal of dilapidated properties and planning for future redevelopment.

Youth Commission:

Programs:

- o Ski and basketball programs underway.
- o Installation of new AED units in the gym and highway department.
- o Future plans to renovate the basketball court and install upgraded equipment.

Facilities:

- o Wrestling team utilizing an upstairs space.

Climate Smart Task Force:

- o Near completion of Bronze Certification application, requiring final approval of the
- o Climate Change Education and Engagement Plan.
- o Long-term goal: Achieve Silver Certification, boosting grant opportunities.

Approval for Adoption of the Climate Change Education and Engagement Plan.

Made: Sauer

Second: Dwyer

Resolution #2024-291

Carried unanimously

C Solar Panel Installation:

Bids Received:

- o Apex Energy Tech: \$149,212 (64 kW system, 21% larger capacity).
- o ADK Solar: \$176,568 (53 kW system, 12% less output).

Award Apex Solar the photovoltaic system bid for \$149,212.

Motion: Sauer

Second: McDonald

Resolution #2024-292

Roll Call Vote: Sauer - Aye, Dwyer - Aye, Stanley - Aye, McDonald - Aye, Forbes - Aye.

Carried unanimously

Comprehensive Plan

Updates:

- o Survey result report
- o Two new members – Robin Licari and Christine Bush

Parks Department Updates:

- o New plow installed on the parks truck, with plans to add a salt spreader.

Supervisor's Report:

Supervisor Matt Stanley provided a detailed update on various projects and initiatives:

Correspondence and Resolutions:

o Avery Landry requested gym use for cornhole events.

o Allocate 2025 Occupancy Tax Funds for the JEMS
Summer Concert Series

Made: Stanley

Second: Sauer

Resolution #2024-293

Roll Call Vote: Sauer - Aye, Dwyer - Aye, Stanley - Aye, McDonald -
Aye, Forbes - Aye.

Carried unanimously

NY Class

Updates

o November Interest earnings-\$16,773.15

o YTD \$215,712.00

o Authorize Prepay of \$550 to CCE for the Bingo-cize program.

Made: Forbes

Second: McDonald

Resolution #2024-294

Carried unanimously.

Infrastructure and Facility Updates:

o The Wastewater Facility Upgrade is progressing.

o Authorization to Prepay MJ Engineering \$7,660 for Wastewater Facility Upgrade Invoice

Made: Sauer

Second: McDonald

Resolution #2024-295

Roll Call Vote: Sauer - Aye, Dwyer - Aye, Stanley - Aye, McDonald -
Aye, Forbes - Aye.

Carried unanimously

o Jay Green Project received its contract; funds allocated via ARPA.

o The River Road Reconstruction DEC permit has been secured

o Agreed engraving on Jay Green bench for Don Morrison "Dedicated to Don Morrison for years of
dedicated service to the Jay Village Green"

o AARCH Rep Christine Bush around Main St. taking pictures for work on Historic District

o Schedule Unified Court required 2024 Audit of Justice Court to be conducted by all 4 Board Members

o Approval to prepay Frenchies Chevrolet \$8,440.90 for Parks truck plow installation

Motion: Forbes

Second: Dwyer

Resolution #2024-296

Roll Call Vote: Sauer - Aye, Dwyer - Aye, Stanley - Aye, McDonald -
Aye, Forbes - Aye
Carried unanimously

Contract with Essex County for Green Street Culvert/Bridge
o Approve entering into contract for temporary bridge rental, engineering and installation
Motion: Stanley
Second: Sauer
Resolution #2024-297
Carried unanimously

Insurance and Equipment:
o Discussion held on the 5-ton truck acquisition. A new CV Turn-Key truck will
cost \$185,646.

o Approval to create an employee sick bank-(Attorney Manning to create regulations for presentation at
next meeting)
Motion: McDonald
Second: Forbes
Resolution #2024-298
Carried unanimously

Planning Board and Governance:
o Approve Reappointment of Matt Gillman for a 5-year term to the Planning
Board
Motion: Sauer
Second: Forbes
Resolution #2024-299
Carried unanimously

o Approve Year End Budget Transfers
Motion: McDonald
Second: Dwyer
Resolution #2024-300
Carried unanimously

o Approve Prepayment of BMI for stage curtains in the amount of \$3910.79 (ROOST funds)
Motion: Forbes
Second: Dwyer
Resolution #2024-301
Roll Call Vote: Sauer - Aye, Dwyer - Aye, Stanley - Aye, McDonald -
Aye, Forbes - Aye
Carried unanimously

o Approve Prepayment of BMI for window curtains in the amount of \$7110.26 (ROOST funds)
Motion: McDonald
Second: Dwyer
Resolution #2024-302

Roll Call Vote: Sauer - Aye, Dwyer - Aye, Stanley - Aye, McDonald -
Aye, Forbes - Aye
Carried unanimously

o Approve gym use by AVCS soccer with Supervisor Stanley for skills training
Motion: Forbes
Second: Unanimous
Resolution #2024-303
Carried unanimously

Events

o Congratulations to all involved with Christmas in the Forks

All Board Members gave comment

o Approve application for grant for EV chargers for C Center and TOPS
Motion: Sauer
Second: Dwyer
Resolution #2024-304
Carried unanimously

Resolutions Passed:

Resolution #2024-287: Approval of audited bills.
Resolution #2024-288: Approval of amended November minutes.
Resolution #2024-289: Approval for backhoe tire replacement.
Resolution #2024-290: Authorization to apply for DEC composting grant.
Resolution #2024-291: Adoption of the Climate Change Education and Engagement Plan.
Resolution #2024-292: Award Apex Solar photovoltaic system bid
Resolution #2024-293: Allocate Occupancy Tax Funds for JEMS concert series
Resolution #2024-294: Authorize prepay \$550 to CCE for Bingo-size Program
Resolution #2024-295: Prepay \$7,660 for Wastewater Facility Upgrade Invoice 9.
Resolution #2024-296: Prepay Frenchies Chevrolet \$8,440.90 for Parks truck plow installation.
Resolution #2024-297: Approve signing contract with Essex County-Green Street Culvert project
Resolution #2024-298: Approve creation of Sick Bank.
Resolution #2024-299: Reappoint Matt Gillman to Planning Board.
Resolution #2024-300: Approval for year-end budget transfers
Resolution #2024-301: Approve prepay BMI \$3910.79
Resolution #2024-302: Approve prepay BMI \$7110.26
Resolution #2024-303: Approve gym use AVCS soccer
Resolution #2024-304: Authorize application for EV Charger grant

Adjournment:

Meeting concluded with all resolutions carried unanimously. Future meeting dates and updates will be shared via the town newsletter

Adjourned 9:10 pm