

**TOWN OF JAY REGULAR TOWN BOARD MEETING
FEBRUARY 9, 2023
7:00 PM @ COMMUNITY CENTER**

PRESENT: Supervisor Matt Stanley, Councilman Tom McDonald, Councilman Adam Coolidge, Councilman Steve Forbes, Town Clerk Carol Greenley Hackel

OTHERS: DPW Director Kevin Lincoln, Paul Benway, Gerald Newman

VIA "GO TO MEETING" – Lynn Edmunds, Otter, Michelle Axtell, JR Douglass, Guest XX, JL, Leslie T, Greg Taylor, John Tibits, W Campbell

ABSENT: Councilman Knut Sauer

Meeting called to order at 7:00 pm by Supervisor Stanley

Pledge to the Flag led by Supervisor Stanley

Motion made by Councilman McDonald to approve Audited Bills (Claim #'s 8044-8052 and 2023-001-2023-0000-104), second by Councilman Forbes, all in favor, none opposed, duly passed

Resolution # 2023-50

Motions to accept the following Minutes:

Public Hearing- January 12, 2023- re; Planning Board

Motion by Councilman McDonald, second by Councilman Coolidge, all in favor, none opposed, duly passed

Resolution #2023-51

Public Hearing –January 12, 2023 – re; Video Conferencing

Motion made by Councilman McDonald, second by Councilman Forbes, all in favor, none opposed, duly passed

Resolution # 2023-52

2023 Organizational Meeting – January 12, 2023

Motion made by Councilman Forbes, second by Councilman Coolidge, all in favor, none opposed, duly passed

Resolution # 2023-53

Special Board – January 26, 2023 re; HWY

Motion made by Councilman McDonald, second by Councilman Forbes, all in favor, none opposed, duly passed

Resolution #2023-54

AUDIENCE COMMENTS

None at this time

DEPARTMENT HEAD REPORTS

DPW Director Kevin Lincoln

1. J21 is up and running-repaired by Levi Bombard
2. J4 needs parts (approx. \$2200)
3. Norm Coolidge has been out on sick leave- wastewater being handled by

- K. Lincoln and water by M. Coolidge until his return
4. Request for Executive Session for 2 personnel items
 5. Robbie Lincoln has been hired for per diem
 6. Clarified-FM works on all generators except newer 2018 SS, Intervale Ave and Valley Road generators, Kingsley handles those

Codes Officer Robbe Baer

No report this month

Dog Control Officer Donna Tatro

No report this month

Sole Assessor Tim Gay

Written Report Submitted

1. Requested NAVICA MLS tool –possible split with Westport and Keene-after discussion

Motion made by Councilman Coolidge to approve the purchase after research is done to find the most up to date program, second by Councilman McDonald, a roll call vote was held with the following results:

Councilman McDonald – yes

Supervisor Stanley – yes

Councilman Coolidge – yes

Councilman Forbes – yes

Resolution #2023-55

Youth Commission

No report this month

Parks

No report this month

Climate Force Task Force- per Councilman Sauer- the first Virtual Meeting was held

SUPERVISOR'S REPORT

1. NY Class interest up 4%
2. Community Center Grant update
 - a. Required classes have been attended and paperwork has been filed
3. Waste Water Treatment Project – approval to pay two invoices needed
 - a. Motion made by Councilman Forbes to pay MJ Engineering invoice #4 in the amount of \$11,245.00, second by Councilman McDonald, a roll call vote was held with the following results;
Councilman McDonald – yes
Supervisor Stanley – yes
Councilman Coolidge – yes
Councilman Forbes – yes
Duly passed
Resolution #2023-56
 - b. Motion made by Councilman McDonald to pay MJ Engineering invoice #5 in the amount of \$14,690.00, second by Councilman Coolidge, a roll call vote was held with the following results;
Councilman McDonald – yes
Supervisor Stanley – yes

Councilman Coolidge – yes

Councilman Forbes – yes

Duly passed

Resolution # 2023-57

4. Attorney Manning has the Jay/Black Brook water contract almost done-more legal discussion to be held in Executive Session
5. ROOST Update
 - a. New logo is complete
 - b. New website is under construction and migration from the old site should take place next month (free of charge to the TOJ)
6. Voyent Alert System Update
 - a. 293 users signed up to date
7. Parks Truck Update
 - a. Motion made by Councilman Forbes to reject the Adirondack Auto sealed bid for 2022 Dodge Ram, second by Councilman Coolidge, all in favor, none opposed, duly passed

Resolution # 2023-58

- b. Motion made by Councilman McDonald to allow Supervisor Stanley to request Linda Woolf from Essex County to go out to mini bid for a Parks Department truck, second by Councilman Forbes, all in favor, none opposed, duly passed

Resolution # 2023-59

8. Policy Manual Update
 - a. Motion by Councilman Coolidge to include dental and vision benefits for retirees in the Policy Manual, second by Councilman Forbes, a roll call vote was held with the following results:
Councilman McDonald – yes
Supervisor Stanley – yes
Councilman Coolidge – yes
Councilman Forbes – yes
Duly passed

Resolution # 2023-60

- b. Motion by Supervisor Stanley to remove “continuous” and replace with “overall” 20 years of service for insurance purposes in the Policy Manual, second by Councilman Coolidge, a roll call vote was held with the following results:

Councilman McDonald – yes

Supervisor Stanley – yes

Councilman Coolidge – yes

Councilman Forbes – yes

Duly passed

Resolution # 2023-61

- c. Motion by Councilman Coolidge to revise longevity payments from pay out on anniversary dates for full time employees hired prior to 2008 to paid out each year beginning at 5 years with increases at years 10, 15 and 20 to all full time employees. This will not be a retroactive. Second by Councilman McDonald, a roll call vote was held with the following results:

Councilman McDonald – yes

Supervisor Stanley – yes

Councilman Coolidge – yes

Councilman Forbes – yes

Duly passed

Resolution # 2023-62

9. Discussion and meeting needed for a possible combination of the annual 4th of July Celebration to be combined this year with a 225th Jay Anniversary Celebration
10. Motion made by Councilman Coolidge to approve payment to "Kinsley" for generator repair in the amount of \$3211.05 (QUOTE #221222-0064) second by Councilman McDonald, a roll call vote was held with the following results:
Councilman McDonald – yes
Supervisor Stanley – yes
Councilman Coolidge – yes
Councilman Forbes – yes
Duly passed
Resolution # 2023-63
11. Motion made by Councilman Coolidge to approve Local Law #2 for 2023 re; Videoconferencing, second by Councilman McDonald, a roll call vote was held with the following results:
Councilman McDonald – yes
Supervisor Stanley – yes
Councilman Coolidge – yes
Councilman Forbes – yes
Duly passed
Resolution # 2023-64
12. Motion made by Councilman McDonald to approve Supervisor Stanley to request a refund of an incorrectly relieved water charge (Tomich), second by Councilman Forbes, all in favor, none opposed, duly passed
Resolution # 2023-65
13. Motion made by Councilman Coolidge to reappoint Wayne Fredrick to the Board of Assessment Review, second by Councilman McDonald, all in favor, none opposed, duly passed
Resolution # 2023-66
14. Motion by Councilman McDonald to approve Quarterly Sewer Billing for January 2023 in the amount of \$18,350.00, second by Councilman Coolidge, all in favor, none opposed, duly passed
Resolution # 2023-67
15. Motion by Councilman Forbes to adjust tax map id 27.10-4-70.069, 12928 NYS Route 9N in the Jay (J2) Water District, to one hook up for billing purposes, second by Councilman Coolidge, all in favor, none opposed, duly passed
Resolution # 2023-68
16. Motion by Councilman Coolidge to add tax map id 27.10-4-70.200, 12922 NYS Route 9N in the Jay (J2) Water District, as one hook up for billing purposes, second by Councilman McDonald, all in favor, none opposed, duly passed
Resolution # 2023-69
17. Motion by Councilman McDonald to allow gym use for AAU practice (Adam Walton) with a \$50 deposit for a key and then charged hourly by scheduled rates, must show proof of insurance, second by Councilman Forbes, a roll call vote was held with the following results:
Councilman McDonald – yes
Supervisor Stanley – yes
Councilman Coolidge – abstain
Councilman Forbes – yes
Duly passed
Resolution # 2023-70

BOARD COMMENTS

Councilman Forbes

1. Attended a Planning Board Meeting discussed road dedications and staggered member terms
2. Motion by Councilman Coolidge to allow Planning Board to go out to RFP to hire someone to create a comprehensive plan with updates rules and regulations, second by Councilman McDonald, all in favor, none opposed, duly passed

Resolution # 2023-71

Councilman Coolidge – nothing at this time

Councilman McDonald – Nothing at this time

AUDIENCE COMMENTS

Nothing at this time

Announce next meeting- March 9, 2023, 7:00 pm @ Community Center

Motion by Councilman McDonald to leave for Executive Session to discuss legal and personnel matters, second by Councilman Forbes, all in favor, none opposed, excused for Executive Session at 8:23 pm

Resolution # 2023-72

Motion to come back from Executive Session made by Councilman Mc Donald, second by Councilman Forbes, all in favor, none opposed, back from Executive Session at 10:05 pm

Resolution # 2023-73

Per Supervisor Stanley- No decisions were made in Executive Session

Motion made by Councilman Coolidge to create a \$25 per hour pay rate for a per diem water/sewer operator, second by Councilman McDonald, all in favor, none opposed, a roll call vote was held with the following results:

Councilman McDonald – yes

Supervisor Stanley – yes

Councilman Coolidge – yes

Councilman Forbes – yes

Duly passed

Resolution # 2023-74

Motion made by Supervisor Stanley to amend the "Authorization for Payment" Resolution of January 12, 2023 replacing the current HWY titles and pay rates and to create the following HWY titles and their corresponding pay rates:

MEO 1 – (2)@ [\\$20.25](#) per hour

MEO 2 – (2) @ \$22.25 per hour

HEO 1 – (2) @ \$24.25 per hour

HEO 2 - (2) @ \$26.26 per hour

These rates are effective 02/20/2023

Maximum 2 positions per rate

Second by Councilman Forbes, all in favor, none opposed, a roll call vote was held with the following results:

Councilman McDonald – yes

Supervisor Stanley – yes
Councilman Coolidge – yes
Councilman Forbes – yes
Duly passed

Resolution # 2023-75

Motion to adjourn made by Councilman McDonald, second by Councilman Forbes, all in favor, none opposed, adjourned at 10:14 pm

Carol Greenley Hackel
Town of Jay Town Clerk