

**TOWN OF JAY REGULAR TOWN BOARD MEETING  
AUGUST 13, 2020  
TOWN OF JAY COMMUNITY CENTER @ 7:00 PM**

**DRAFT**

**PRESENT:** Supervisor Archie Depo, Deputy Supervisor John Sheldrake, Councilman Tom McDonald, Councilman Spencer Reynolds, Councilman Knut Sauer, Councilman Adam Coolidge, Deputy Town Clerk Carol Greenley Hackel

**OTHERS:** DPW Director Kevin Zaumetzer

Meeting called to order at 7:02 by Supervisor Archie Depo

Pledge to the Flag Led by Councilman McDonald

Motion to Accept Minutes from July 2020 Regular Board Meeting as presented with no additions or deletions made by Councilman McDonald, Second by Councilman Reynolds.

All in favor, none opposed, duly passed

**Resolution #081320-1**

Motion to Pay August 2020 Audited Bills made by Councilman McDonald, Second by Councilman Coolidge

All in favor, none opposed, duly passed

**Resolution #081320-2**

Motion to pay Invoices for Special Project Account, AF Water #4487 as presented for Danforth and JFP-Pay App 7, made by Councilman McDonald, Second by Councilman Sauer

Roll Call Vote:

Supervisor Depo	YES
Councilman McDonald	YES
Councilman Reynolds	YES
Councilman Sauer	YES
Councilman Coolidge	YES

All in favor, none opposed, duly passed

**Resolution #081320-3**

Motion to pay AES from Special Project Account, AF Water #4487 for invoices presented regarding Amendment 6, with the stipulation that AES supply the supporting documentation verifying the amount due prior to payment made by Councilman McDonald, Second by Councilman Reynolds

All in favor, none opposed, duly passed

**Resolution #081320-4**

Bid Opening for Highway Garage Roof Project

Results as follows:

Midstate-\$108,811.00

Murnane-\$92,900.00

JFP-\$108,887.00

Motion to Accept the Bids made by Councilman Reynolds, Second by Councilman Sauer, all in favor, none opposed, duly passed

**Resolution #081320-5**

Attorney Manning to review all bids prior to award

Motion to award to lowest bidder with stipulation that Attorney Manning approves bid made by Roll Call Vote:

Supervisor Depo	YES
Councilman McDonald	YES
Councilman Reynolds	YES
Councilman Sauer	YES
Councilman Coolidge	YES

Duly passed

**Resolution #081320-6**

Motion to Accept 2020 Town of Jay Water Billing made by Councilman McDonald, Second by Councilman Reynolds

All in favor, none opposed, duly passed

**Resolution #081320-7**

Motion to Accept July Quarterly Town of Jay Sewer Billing made by Councilman McDonald, Second by Councilman Coolidge

All in favor, none opposed, duly passed

**Resolution #081320-8**

Motion to Adopt the New York State Retention Schedule LGS-1 as it applies to Record Retention for Local Government made by Councilman Coolidge, Second by Councilman Reynolds

All in favor, none opposed, duly passed

**Resolution #081320-9**

Motion made to remove two (2) Town of Jay owned parcels from the Water Billing System

035.02-05-15.032

035.02-05-13.000

By Councilman Reynolds, Second by Councilman Sauer

All in favor, none opposed, duly passed

**Resolution #081320-10**

Motion to approve the Keefe/Rake wedding ceremony at the Jay Covered Bridge on August 15, 2020 made by Councilman Coolidge, Second by Councilman McDonald

All in favor, none opposed, duly passed

**Resolution #081320-11**

Motion to defer all penalties to Town of Jay Water and Sewer Bills for the remainder of 2020 to aid any residents suffering financial hardships as a result of COVID 19 made by Councilman Sauer, Second by Councilman McDonald

All in favor, none opposed, duly passed

**Resolution #081320-12**

The following topics were discussed as a result of an e-mail from a resident received by Supervisor Depo:

Parking on Sidewalks Ordinance-tabled until Attorney Manning is present

Dog Feces on sidewalks-lengthy discussion held. Councilman Coolidge to prepare a press release for Jay Community News and a Social Media outreach to increase awareness and request compliance

Dilapidated Properties in Town- Supervisor Depo will be requesting a list of properties of concern to be presented to Code Enforcement Officer Robbe Baer for review

Supervisor Depo will be researching safety precautions for staff with regards to COVID 19

**Department Heads**

Dog Control – Tim Hart-Written Report Submitted

Codes-Robbe Baer -absent (Excused by Supervisor) Codes/Building New Rate Schedule request tabled until Budget Sessions

DPW Requests:

1. PTO Pump Relocation –Motion to accept Charlebois Quote of \$5,225.91 made by Councilman McDonald, second by Councilman Reynolds, all in favor, none opposed, duly passed. **Resolution #081320-13**
2. J-10 Radiator purchase (not to exceed \$2000)- Motion made by Councilman McDonald, second by Councilman Coolidge, all in favor, none opposed, duly passed. **Resolution #081320-14**

Board to Executive Session – 7:52 pm

Return from Executive Session and Adjourn at 9:48 pm