

**TOWN OF JAY TOWN BOARD MEETING**

**JULY 13, 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:** Olivia Dwyer, Wally Walters, Donna Tatro, Todd Christianson, Paul Benway, Attorney Dan Manning

**VIA "GO TO" MEETING** – John and Heather Pendergast, HI, J.H.

**ABSENT-** Councilman Knut Sauer- vacation

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

Pledge to the Flag led by Supervisor Stanley

Motion to pay Audited Bills (voucher #'s 2023:651 – 2023:741) made by Councilman Forbes, second by Councilman McDonald, all in favor, none opposed, duly passed

**Resolution # 2023-257**

Motion to accept Minutes from June 2023 Made by Councilman McDonald, with the following changes to page 3:

Resolution # 2023-241 should NOT include EV Chargers and the Rotary Welcome Sign but instead only say "permission to use the FEMA property adjacent to the Ice Jam Inn by the contractors from the UJ River Project for material storage"

Second by Councilman Forbes, all in favor, with changes, none opposed, duly passed

**Resolution # 2023-258**

**AUDIENCE COMMENTS**

Nothing at this time

**DEPARTMENT HEADS**

**DPW –Kevin Lincoln** (absent) written report read by Supervisor Stanley

1. Motion by Councilman Coolidge to sign the new proposal for engineering for the Harkness Pit and the existing proposal for the Straight Pit, second by Councilman Forbes, a roll call vote was held with the following results:

Councilman Coolidge – yes

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Duly passed

**Resolution #2023-259**

Resolution to Rescind Resolution #2023-259–Councilman McDonald, Councilman Forbes

**#2023-259R**

Resolution made by Councilman Coolidge to move forward with engineering and requirements to apply for permitting for the Harkness Pit, second by Councilman McDonald, a roll call vote was held with the following results:

Councilman Coolidge – yes

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Duly passed

**Resolution # 2023-60**

Motion made by Councilman McDonald to move forward with the requirements for permitting for the original Straight Pit proposal, second by Councilman Coolidge, a roll call vote was held with the following results:

Councilman Coolidge – yes

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Duly passed

**Resolution # 2023-261**

2. 284 Agreement- tabled

3. Update on test wells

4. Motion by Councilman McDonald to authorize a generator maintenance contract with FM Generators (under county bid), second by Councilman Forbes, a roll call vote was held with the following results:

Councilman Coolidge – yes

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Duly passed

**Resolution #2023-262**

5. Letter sent by DPW Director K. Lincoln to NYS DOT granting use of John Fountain Road as a detour while replacing culvert on Route 9N near 9N/Rte 86 intersection

Equipment

1. Truck Replacement –Board will wait for Kevin to be present to have this discussion

2. J1 Tandem needs new tires

3. Motion by Councilman Coolidge to authorize the following items to surplus:

- L3 zero turn lawn mower
- J3 2003 International Tandem
- Old water meters

Second by Councilman McDonald, all on favor, none opposed, duly passed

**Resolution # 2023-263**

4. Discussion regarding the possible donation of the 2008 Chevy retired senior van-Attorney Manning to explain the proper legal process

Road Maintenance

1. continuing to sweep

2. looking into a private company to pave

Staff Updates

1. New employee report read by Supervisor Stanley

Water and Sewer

1. Leak at old Patnode property has been repaired

2. questioned repairing private lines and levying charges to property taxes-Attorney Manning stated it was illegal for the Town to do any repairs on private lines

### **Dog Control Officer Donna Tatro**

1. Multiple calls and visits to Green Street residence-law enforcement present
2. Letters mailed for expired licenses
3. Asking permission to accept a donation from a private citizen for kennels to be placed at her home for dogs she needs to seize- Supervisor to look into this

### **Assessor**

1. No Report

### **Committees**

1. Economic Development
  - a. met for the 2nd time- looking into Grants for a new Comprehensive Plan
2. Youth Commission
  - a. Looking for a soccer coordinator
3. Parks-Olivia Dwyer
  - a. Thanks to Paul Benway for work in the parks
  - b. Sharron Hewston has joined the Parks Committee
  - c. Motion by Supervisor Stanley for a Resolution of Appreciation for Lynn Edmonds service to the Parks Committee upon her retirement, unanimous second, duly passed  
**Resolution # 2023-264**
4. Climate Smart Task Force
  - a. Moving forward with Community Campaigns, Heat Pumps and Community Composting

### **Supervisors Report**

#### **Correspondence**

1. Motion by Councilman McDonald authorizing Supervisor Stanley to sign contract with AsRA for staging -after Attorney Mannings review- second by Councilman Coolidge, all in favor, none opposed, duly passed  
**Resolution #2023-265**
2. Motion by Supervisor Stanley to donate \$500 to Jay Day for entertainment (Mark Rust) to support the continuation of activities in Jay, second by Councilman Coolidge, a roll call vote was held with the following results:  
Councilman Coolidge - yes  
Supervisor Stanley - yes  
Councilman McDonald - yes  
Councilman Forbes - yes  
Duly passed  
**Resolution #2023-266**
3. AFAS is requesting a meeting on August 4 at 2:00 pm-Councilman Sauer and Councilman Coolidge to attend

#### **Updates**

1. NY Class
  - a. All monies not being used currently has been invested
  - b. Interest gained for June 2023-= \$17,000
2. New website up and running
3. Community Center ADA Project awaiting engineering contract approval
4. WWTF Project - no update
5. Water Contract w/ Black Brook -no update

6. Motion by Councilman Coolidge to order and purchase a corrected bench for the Jay Green honoring Don Morrison, second by Councilman McDonald, a roll call vote was held with the following results:  
 Councilman Coolidge - yes  
 Supervisor Stanley - yes  
 Councilman McDonald - yes  
 Councilman Forbes - yes  
 Duly passed  
**Resolution #2023-267**
7. Motion by Councilman Forbes to award the water meter project engineering preliminary study contract to MJ Engineering, second by Councilman McDonald, a roll call vote was held with the following results:  
 Councilman Coolidge - yes  
 Supervisor Stanley - yes  
 Councilman McDonald - yes  
 Councilman Forbes - yes  
 Duly passed  
**Resolution # 2023-268**
8. A check has been sent to AFAS for the 2023 contract
9. 4th of July
  - a. The donations for the 4th of July Fireworks completely covered the cost
    - i. Motion by Councilman Coolidge to pay JFD \$4500 from collected donations for payment of fireworks, second by Councilman Forbes, all in favor, none opposed, duly passed  
**Resolution #2023-269**
  - b. Motion by Councilman McDonald to accept the ADK Quad Country Region SCR grant for 4th of July entertainment in the amount of \$1600, second by Councilman Forbes, all in favor, none opposed, duly passed  
**Resolution #2023-270**
  - c. Motion by Councilman Forbes to authorize ROOST funds in the amount of \$655.56 to complete the costs associated with 4th of July expenses, second by Councilman McDonald, a roll call vote was held with the following results:  
 Councilman Coolidge - yes  
 Supervisor Stanley - yes  
 Councilman McDonald - yes  
 Councilman Forbes - yes  
 Duly passed  
**Resolution #2023-271**
  - d. Received a Proclamation on the 4th for the 225th Anniversary of Jay from Assemblyman Billy Jones

## Resolutions

1. Motion by Councilman Coolidge to accept the Annual Water Billing as presented; W1 in the amount of \$17,691.68, W2 in the amount of \$29,416.86 and W3 in the amount of \$15,703.34 totaling \$62,811.88, second by Councilman Forbes, a roll call vote was held with the following results:  
 Councilman Coolidge - yes  
 Supervisor Stanley - yes  
 Councilman McDonald - yes  
 Councilman Forbes- yes  
 Duly passed  
**Resolution # 2023-272**

2. Motion by Councilman McDonald to accept the July Quarterly Sewer Billing as presented; in the amount of \$18,350, second by Councilman Coolidge, a roll call vote was held with the following results;

Councilman Coolidge - yes

Supervisor Stanley - yes

Councilman McDonald - yes

Councilman Forbes- yes

Duly passed

**Resolution # 2023-273**

3. Motion by Councilman McDonald authorizing the Supervisor to appoint a Comprehensive Plan Special Board to Update the Town of Jay Comprehensive Plan, second by Councilman Forbes, a roll call vote was held with the following results:

Councilman Coolidge - yes

Supervisor Stanley - yes

Councilman McDonald - yes

Councilman Forbes - yes

Duly passed

**Resolution #2023-274**

4. Motion by Councilman Forbes to authorize the Supervisor to make the requested budget transfers as presented, second by Councilman McDonald, a roll call vote was held with the following results:

Councilman Coolidge - yes

Supervisor Stanley - yes

Councilman McDonald - yes

Councilman Forbes - yes

Duly passed

**Resolution # 2023-275**

5. Motion by Councilman McDonald authorizing the pre payment of Mr. Twisty (4th of July entertainment) in the amount of \$750, second by Councilman Forbes, a roll call vote was held with the following results;

Councilman Coolidge - yes

Supervisor Stanley - yes

Councilman McDonald - yes

Councilman Forbes - yes

Duly passed

**Resolution # 2023-276**

6. Motion made by Councilman Coolidge to reappropriate \$15,000 from Parks PS to Parks EQ for the purchase of a 20 foot enclosed trailer from CJG Trailers for the Parks Department in the amount of \$11,895.00, second by Councilman McDonald, a roll call vote was held with the following results:

Councilman Coolidge - yes

Supervisor Stanley - yes

Councilman McDonald - yes

Councilman Forbes - yes

**Resolution #2023-277**

7. Motion by Councilman Coolidge for a 5k walk/run beginning and ending at the Covered Bridge on September 23, 2023, second by Councilman Forbes, all in favor, none opposed, duly passed

**Resolution #2023-278**

## EVENTS

1. Motion by Councilman Coolidge authorizing Kevin Zaumetzer to use School Lane as a line up zone for the Labor Day parade, second by Councilman McDonald, all in favor, none opposed, duly passed  
**Resolution # 2023-279**
2. AF Fast Pitch will be presenting the Slo-pitch Tourney this upcoming weekend

## BOARD COMMENTS

Councilman Forbes

1. Has an employee matter for Executive Session

Councilman McDonald

1. Congratulations to the 4th of July Committee on a successful day-hats off!
2. Inquired on park lighting project (Supervisor to check on)
3. Anyone found to do Planning Board Minutes ( Supervisor informed yes, Michelle Axtell)

Councilman Coolidge

1. Nothing at this time

Attorney Manning

1. Regarding mining permit contract-changes need to be made prior to signing, also note- Supervisor Stanley must sign, not DPW Director

Motion by Councilman McDonald authorizing Supervisor Stanley to sign an engineering contract with AEDA in the amount of \$39,656 for the ADA Upgrades after changes/correction by Attorney Manning, second by Councilman Forbes, all in favor, none opposed, duly passed

**Resolution # 2023-280**

Motion by Councilman McDonald authorizing Supervisor Stanley to execute an engineering contract (Ryan Burns) for a mining permit for the Harkness Pit and the Straight Pit, second by Councilman Forbes, all in favor, none opposed, duly passed

**Resolution # 2023-281**

## AUDIENCE COMMENTS

Olivia Dwyer- questions about the Comprehensive Plan Board-discussion held

Wally Walters

1. explanation of grant process
2. please come see progress on river project
3. thanks on behalf of the Rotary for the donation to Jay Day

Supervisor Stanley - Tamber McCabe is working on a project to determine what Short Term Rentals have not registered with the county- and will be continuing research

Announce next meeting - Thursday, August 10th- 7:00 pm @ the Community Center- Deputy Supervisor McDonald will be running

Motion by Councilman Forbes to leave for Executive Session, second by Councilman McDonald, all in favor, none opposed, duly passed, left for Executive Session at 9:06 pm

**Resolution #2023-282**

Return from Executive Session at 9:45 pm  
No decisions were made

Motion to adjourn made by Councilman McDonald, second by Councilman Forbes, all  
in favor, adjourned 9:46 pm

***Carol Greenley Hackel***

Town of Jay Town Clerk