

TOWN OF JAY TOWN BOARD MEETING
MAY 9, 2024
COMMUNITY CENTER @ 7:00 PM

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

OTHERS: Lynn Edmonds, John Hopkins, Chris Sorrell, Alex Nelson, Gerald Newman, Rodger Tompkins, Wally Walters, Daniel Deyoe, Catherine Travis, Paula Olegnik, Paul Mintz, Aidan Christensen, Michael Rafferty

ABSENT: Councilor Olivia Dwyer (excused and logged on via "Go To" Meeting as an observer, Councilman Steve Forbes

Via "Go To" Meeting: JD, JH, J, LL, MA, Millicent, G

Meeting was called to order by Supervisor Stanley at 7:03 pm

Pledge to the Flag led by Supervisor Stanley

Motion to pay Audited Bills (Voucher #'s 2024/406 – 2024/522) as presented made by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, duly passed

Resolution #2024-103

Motion to accept April 2024 Minutes with the following correction

Typo page 4 #12 should read COVID "PAY", made by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, duly passed

Resolution #104

AUDIENCE COMMENTS

The following audience members addressed the Board:

1. Lynn Edmonds – spoke about assessments
2. Bob Brown – spoke about assessments

Introduction of Guest(s)

1. Aiden Christensen- AVCS student

DEPARTMENT HEAD REPORTS

Highway – Chris Sorrell

1. Date for Town Amnesty Day- September 21, 2024-working with Soil and Water to possibly include tires
2. Mountain Valley has completed the LED Lighting installation
3. Equipment Update
 - a. Loader here as of 4/25-staff has been trained
 - b. Tandem here as of 4/24 – request from Chris that the Board considers various warranty options-his preference is "Extended Engine and After Treatment" – it is 4ft longer than the other trucks
 - c. J33 TDI to repair the frame and Allegiance will do plow and sander repairs
 - d. J9 repairs are being done

4. Crew is continuing with brushing and helping with parks clean up and street sweeping
5. Crew will begin paving end of June
6. Ditching and shoulder work is being done on the Glen Road
7. Highway employee Jazmyne Dubay passed her CDL on 4/25/24 with no restrictions
8. Highway employee Trevor Karl and his wife welcomed new baby son Ivan on 4/30/24
9. Staff attended mine safety training 5/1/24
10. Request from Klebba/Ho tabled for further review
11. Motion to go out to bid for 785 linear feet of sidewalks (College Street) made by Councilman Sauer, second by Councilman McDonald, all in favor, none opposed, duly passed

Resolution # 2024-105

12. Update to Procurement Policy reflecting changes to Department Head spending- Highway Superintendent \$2500 and Supervisor \$1500
13. Motion to surplus the following items:
 - *Old highway lighting and parts
 - *Old Vortex radios and parts
 - *1994 John Deere sidewalk tractor
 Made by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, duly passed

Resolution #2024-106

14. Highway employee Alex Nelson got his CDL permit

Water/Sewer – Paul Mintz

1. Showed two bottles of sewage representing effluent and influent
2. Lagoons are waking up
3. Offered after hours question/answer and tours
4. Motion to surplus Onan gas generator contingent on a conversation with Black Brook to confirm if they have half ownership made by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, duly passed

Resolution # 2024-107

Code enforcement Rodger Tompkins

1. Issued 18 permits this month - 26 year to date

Dog Control – Donna Tatro – no report this month

COMMITTEES

Economic Development Committee – Supervisor Matt Stanley

1. Met last month on Main Street with staff from the Pride of Ti talking with business owners about a possible Main Street Technical Assistance Grant
2. Met with possible new business owner interested in creating sound stage business in Jay

Youth Commission – Supervisor Stanley

1. Soft/baseball practices have started
2. T-ball will begin in a few weeks
3. AVCS will be taking the lead role on the Summer Program
4. Town of Jay has hired three counselors

5. Town of Jay received a \$10,000.00 Essex County Youth Bureau Grant for infrastructure and new equipment-will discuss possible expenditures with Black Brook

Parks- Councilor Dwyer (out of town-written report read by Supervisor Stanley)

Climate Smart – Councilman Sauer

1. Welcome Robin Licari as the newest member
2. Energy Fair has been postponed to later in the summer
3. Incentives met and are currently working towards Bronze Certification
4. Recently participated in a round table discussion at the ADK Consortium in Lake Placid

Comprehensive Plan – Wally Walters

1. Town of Jay was awarded a \$67,000 grant
2. Will begin searching for a consultant
3. Attended the Town of Chesterfields kick off meeting
4. Hopeful that the Town of Jay kick off meeting will be in September
5. Next meeting-May 20th

SUPERVISORS REPORT

1. Motion to approve the CCE (Cornell Cooperative Extension) to conduct a free candle making workshop at the Community Center (upstairs classroom) made by Councilman Sauer, second by Councilman McDonald, all in favor, none opposed, duly passed
Resolution #2024-108
2. Fullers estimate to resurface the basketball and tennis courts at Douglas Park is in-applied for a grant for this work
3. NY Class Update
 - a. \$22,730.00 earned in April
 - b. Interest = 5.2% currently
4. Community Center Update
 - a. Will be installing a lock on the lift
 - b. Seats are back in the gym
 - c. Header under the front door is complete
5. Motion to prepay Branon Construction in the total amount of \$63,802.00 (Capital Account-CDBG Funds) made by Councilman Sauer, second by Councilman McDonald, a roll call vote was held with the following results:
Councilman Sauer – yes
Councilor Dwyer - absent
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – absent
Resolution # 2024-109
6. Motion to approve the new lighting ion the Community Center as recommended in energy audit and begin purchasing ballasts and fixtures made by Councilman Sauer, second by Councilman McDonald, a roll call vote was held with the following results:
Councilman Sauer – yes
Councilor Dwyer – absent
Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – absent

Resolution #2024-110

7. Motion authorizing Supervisor Stanley to acquire a \$1 million BAN for the WWTF Upgrade with the following conditions
 - a. No greater than 5% interest
 - b. To compare rates between callable and non-callable
 - c. Town of Jay lead agency
 - d. Town of Jay to bill Black Brook 40% of project costs, interest and feesMade by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, duly passed

Resolution # 2024-111

8. Motion to allow MJ Engineering to go out to bid for WWTF Project made by Councilman Sauer, second by Councilman McDonald, all in favor, none opposed, duly passed

Resolution #2014-112

9. Jay Green-engineering is complete-will be going out to bid this month
10. Third and final lead line survey request has gone out
11. Test Wells Update
 - a. Survey done
 - b. Motion to accept two bids (Layne Christianson and AJ Minosh) made by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, duly passed

Resolution #2024-113

- c. Holding off on drilling until a better funding source is found
12. Still waiting for approval in UJ Parking/EV Chargers
13. Motion to request that the NYS Department of Transportation install a three way stop sign at the intersection of Route 9 and Springfield Road in Upper Jay made by Councilman Sauer, second by Councilman McDonald, all in favor, none opposed, duly passed

Resolution #2024-114

14. IT Upgrade Update
 - a. The county will be taking over the IT work for the Highway Department
 - b. New computer for the assessor
 - c. Programs to connect the HWY to the C Center
 - d. Motion to prepay for the following IT upgrades
 - i. \$1419.17 Garage CE
 - ii. \$2724.91 Building CE
 - iii. \$906.00 Assessor CE

Made by Councilman McDonald, second by Councilman Sauer, a roll call vote was held with the following results:

Councilman Sauer – yes

Councilor Dwyer – absent

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Resolution # 2024-115

15. Discussion about Fund Balance Policy

RESOLUTIONS

1. Motion to approve the use of Town of Jay roads for the 2024 Wilmington/Whiteface 100k Bike Race being held on June 2, 2024 made by

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

Resolution # 2024-116

2. Motion to allow use of Town of Jay roads for the 2024 IRONMAN LAKE PLACID, to include course changes (Jay Covered Bridge thru Stickney Bridge) made by Councilman Sauer, second by Councilman McDonald, all in favor, none opposed, duly passed

Resolution #2024-117

3. Motion to prepay TENCO in the total amount of \$328,432.00 (BAN funds) for the new tandem made by Councilman McDonald, second by Councilman Sauer, a roll call vote was held with the following results:

Councilman Sauer – yes

Councilor Dwyer – absent

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – absent

Resolution # 2024-118

4. Motion to prepay Symquest (one time) for April copier lease payment in the total amount of \$288.17 made by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, duly passed

Resolution # 2024-119

5. Introduction of "Local Law #1- A Local Law Establishing Procedures for Public Access to Records of the Town of Jay Under the Freedom of Information Law" with a motion to set a Public Hearing on June 13th at 6:30 pm made by Councilman McDonald, second by Councilman Sauer, a roll call vote was held with the following results:

Councilman Sauer – yes

Councilor Dwyer – absent

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – absent

Resolution # 2024-120

6. Motion to prepay registration fees in the total amount of \$130 for Supervisor Stanley to attend AATV Conference on June 2-3 in lake Placid made by Councilman Sauer, second by Councilman McDonald, all in favor, none opposed, duly passed

Resolution #2024-121

EVENTS

May 30th- Business Association Meeting with Billy Jones

BOARD COMMENTS

Councilman McDonald

1. Progress on codes violation in Jay? Per Attorney Manning-Special Board Meeting scheduled for May 23rd-possible attendance by owner

Councilman Sauer

1. Business Association secured a \$2000.00 planning grant

AUDIENCE COMMENTS

Nothing at this time

Motion to leave for Executive Session made by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, left for Executive Session @ 9:18 pm
Resolution # 2024-122

Motion to return from Executive Session made by Councilman Sauer, second by Councilman McDonald, all in favor, none opposed, returned from Executive Session @ 9:42 pm
Resolution #2024-123

No decisions made during Executive Session

Councilman Sauer mentioned that it would be helpful if anyone attending meetings via "Go To Meeting" signed in with their full names

Motion to adjourn made by Councilman McDonald, second by Councilman Sauer, all in favor, none opposed, adjourned at 9:43 pm

Carol Greenley Hackel
Town of Jay Town Clerk