

TOWN OF JAY

REGULAR BOARD MEETING MINUTES

March 13, 2025 – 7:00 PM
Community Center

1. CALL TO ORDER

The meeting was called to order at **7:00 PM** by Supervisor Stanley.

2. SALUTE TO THE FLAG

Supervisor Stanley led the salute to the flag.

3. ROLL CALL

Present:

- Councilor Olivia Dwyer
- Councilman Knut Sauer
- Supervisor Matthew Stanley
- Councilman Stephen Forbes

Absent:

- Councilman Thomas McDonald
- Town Clerk Carol Greenley Hackel

Also Present:

- Deputy Town Clerk Tamber McCabe (in place of Clerk Greenley Hackel)
 - Water & Sewer Superintendent Paul Mintz
 - Highway Superintendent Chris Sorrell
 - Guest Speaker: Laurie Conney
 - Attendees also present: Cody Garren, Nick Nelson, Alex Nelson, Jesse Snow, Gerald Newman, Wally Walters, Robin Licari, John Licari
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4. APPROVE AUDITED BILLS

Resolution No. 2025-75 – A motion was made by Councilman Forbes, seconded by Councilor Dwyer, to approve the audited bills as presented.

- General Fund: \$48,009.56
- Highway Fund: \$253,024.59
- SW1: \$2,109.94
- SW2: \$2,989.64
- SW3: \$2,456.56
- SS: \$1,162.22
- Missing Childrens: \$1,162.22
- Jay/Black Brook Youth: \$622.85

Total Amount to be paid: \$314,761.06

No discussion occurred

All in favor, none opposed, motion carried

5. APPROVE MINUTES

Resolution No. 2025-76 – A motion was made by Councilman Sauer, seconded by Councilman Forbes, to approve the minutes of the February 13, 2025, regular board meeting.

No discussion occurred

All in favor, none opposed, motion carried

6. AUDIENCE COMMENTS

No public comments were received.

7. INTRODUCTION OF GUESTS

- **Laurie Conney** was introduced and welcomed. Laurie discussed concerns over littering in the acres and a proposal for an anti-littering campaign with signs stating there would be fines, put into place.

Resolution No. 2025-77- A motion was made by Councilman Sauer, seconded by Councilor Dwyer, to discuss the proposal that was made.

- A lengthy discussion occurred about signage and enforcement. Highway Superintendent Chris Sorrell joined the discussion. Chris also stated that as upcoming spring cleanup was occurring to leave the bags of garbage at the pavilion and the highway would come by and get them.

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – No
- Councilman Forbes – No

Two in favor, two opposed, motion did not carry at this time

8. DEPARTMENT HEAD REPORTS

Code Enforcement – Rodger Tompkins (absent, no report)

Dog Control – Trevor Karl (absent, no report)

Water/Wastewater – Paul Mintz

- The Lake Champlain-Lake George Regional Planning Board is a technical assistance provider that is offering public water suppliers free supports. Sam Blake, a junior planner,

is the contact that Paul and Supervisor Stanley have been in touch with. This support would allow us to receive a state-approved drinking water source protection program.

Resolution No. 2025-78-A motion was made by Councilman Forbes, seconded by Councilman Sauer, to move forward with working Sam Blake of the Lake Champlain-Lake George Regional Planning Board.

All in Favor, none opposed, motion carried

- W-2 (2013 Ford) is currently out of service. In house servicing has been completed on it and now it's at Moonlight Auto to further problem solve the issue.
- RT 86 pump station Pump #2 is now back to being fully operational
- Discussion occurred on thrust blocks and pouring 2-3 more to have in stock
- DEC inspection occurred at the wastewater treatment plant and the only thing mentioned was that construction hasn't started yet of the disinfection facilities
- Maintenance schedule is up to date with a link to view it in the email I sent.

Highway Superintendent – Chris Sorrell

- Barriers for Grove Road have arrived and will hopefully be installed next week.
- A legal ad is going to be run announcing the spring road posted weight limit and essential waver forms are available at the highway garage for anyone needing to access these roads during this time
- Chris provided a brief update on what the crew has been busy doing
- Our loads of salt have come in
- Johnathan Parks has recently joined the crew
- Discussion occurred on the river and ice and steps moving forward as needed. Monitoring of the river will continue.

Resolution No. 2025-79 – A motion was made by Councilman Forbes, seconded by Councilor Dwyer, to salvage J6 to auction.

No discussion occurred

All in favor, none opposed, motion carried

- Recent Truck bids were discussed

Resolution No. 2025-80 – A motion was made by Councilman Sauer, seconded by Councilor Dwyer, to accept the truck bids.

No discussion occurred

All in favor, none opposed, motion carried

Resolution No. 2025-81 – A motion was made by Councilman Forbes, seconded by Councilor Dwyer, to move forward with purchasing the 2025 Chevy Silverado for \$60,261.40 from Mohawk Chevrolet.

A brief discussion occurred

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – Yes

All in favor, none opposed, motion carried

9. COMMITTEES

Economic Development – Matt Stanley

- There was not a meeting in February due to some members being away for other trainings
- Next Meeting is Wednesday March 19th
- CDBG Home Restoration Grant brief discussion occurred

Youth Commission – Matt Stanley

- Winter sports are wrapping up and Softball/Baseball/T-ball will be next

Parks – Olivia Dwyer

- Our last meeting in February
- Saturday April 26th from 10a-12pm is the volunteer spring cleanup day. There will be sites in each hamlet set up to gather together volunteers
- Wally Walters, chairman of the Comprehensive Special Planning Board attended our last meeting to provide updates.
- Creating Community Awareness of our parks
- Recreation Master Plan discussion
- Open Spaces Plan-what does the community want to see in the future?
- Olivia briefly discussed trails and updates with those
- Supervisor Stanley would like to create a Parks Committee page for the website

Climate Smart Task Force – Knut Sauer

- We are also working on the comprehensive plan under Wally Walters guidance
- There have been no updates on the Compost Grant awards as of yet
- EV Chargers application will be discussed later on in the meeting as well as the solar panels
- Bronze Certification notification results should also be coming soon, this is usually done around Earth Day

Human Services Committee – Robin Licari

- The committee held their second meeting today with new people joining the group
- We are also working on the comprehensive plan
- We would like to remain a committee past when the comprehensive plan is completed
- Robin shared some of the goals of the committee as well as what has been being worked on and discussed so far
- Supervisor Stanley would like to create a Human Services Committee page for the website

Comprehensive Plan Special Board – Wally Walters

- Comprehensive plan is moving along and all five of the working groups are engaged
- Wally shared a hand out of the focal topics of each group
- Wally hopes to see enough progress that in August the board could be approached about starting to write the plan
- We are looking to have some upcoming public events and vision workshops
- Our next Meeting is on Monday March 17th

10. SUPERVISOR'S REPORT

Supervisor Stanley reported the following updates:

- **NY Class Update:** Updates are in everyone's packets and for this month we have earned a little over \$14,000 worth of interest and our year to date interesting earnings are \$29, 236.48 and all of our 2025 tax warrant has come in and what we can move of that has been moved to NY Class.
- **Financial Reports:** Cathy has been working on the AFR so once I have updated financial reports I will get those out to everyone.
- **Wastewater Treatment Facility Upgrade:** Monthly update with contractors and engineer confirm the project remains on schedule. We have been working with Attorney Dan Manning and the attorney for Black Brook on a Municipal Agreement for finances with EFC. (see below for engineering bill resolution # 2025-82)
- **Community Center:** Our new curtains are all installed in the gym (see below for final bill resolution #2025-83)
- **Jay Green:** No Update at this time other then they are starting to purchase what they need to mobilize and we have the lights that are needed for them at the highway garage for when they are ready
- **DEC Water Meter Mandate and Water Upgrades:** We have received 2 reports with each being over 300 pages a piece. Supervisor Stanley shared a summary of each report (see below for GIGP grant resolution #2025-84)
- **Upper Jay Parking Area Sign and EV Chargers:** Lengthy Discussion occurred on the grant and incentive for these projects (Jay and Upper Jay) as well as other details and information with Attorney Dan Manning's input (see below for award resolution #2025-85)
- **Au Sable Forks Historic District:** No update as of this time. Christine Bush and Supervisor Stanley will be meeting on April 22nd
- **River Road Reconstruction:** Contract extension; project remains on track for spring bid cycle. (see resolution to sign contract extension below #2025-86)
- **Main Street-**No update at this time
- **Micro Enterprise Grant:** Seeking board approval for grant committee is tabled until next month
- **Solar Panel Update:** Contract update shared by Councilman Sauer (see resolution below to sign updated contract #2025-87)
- **Laptop-**The water and sewer department is in need of a new laptop and this would come from budgeted funds equally split between the four districts. We have obtained written quotes for this (see resolution below for new laptop approval #2025-88)

11. RESOLUTIONS

Resolution No. 2025-82 – Prepayment of MJ Engineering Invoices

A motion was made by Councilman Forbes, seconded by Councilman Sauer, to prepay MJ Engineering invoices #10 and #11 totaling **\$13,945.00**, from the Capital Account.

No discussion occurred

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – Yes

All in favor, none opposed, motion carried.

Resolution No. 2025-83 – Prepayment of Final BMI Invoice

A motion was made by Councilman Sauer, seconded by Councilor Dwyer, to prepay the final BMI invoice for gym curtain installation totaling **\$6,292.00** from occupancy tax funds.

No discussion occurred

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – Yes

All in favor, none opposed, motion carried.

Resolution No. 2025-84 – Apply for GIGP Grant for Water Meter Installation

A motion was made by Councilman Forbes, seconded by Councilor Dwyer, to authorize the town to apply for a **GIGP Grant** for water meter installation.

A brief discussion occurred

All in favor, none opposed, motion carried.

Resolution No. 2025-85 – Award Charger Install Project

A motion was made by Councilman Sauer, seconded by Councilor Dwyer, to contract with APEX Energy for Jay in the amount of \$6,796 and Upper Jay for \$26,146 for the total amount of \$32,962.00.

A lengthy discussion occurred

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – No

Three in favor, one opposed, motion carried.

Resolution No. 2025-86 – River Road River Reconstruction Contract Extension

A motion was made by Councilor Dwyer, seconded by Councilman Sauer, for Supervisor Stanley to sign the River Road river reconstruction contract extension

No discussion occurred

All in favor, none opposed, motion carried.

Resolution No. 2025-87 – Sign Updated Contract with Apex Energy for Solar Array

A motion was made by Councilman Sauer, seconded by Councilor Dwyer, for Supervisor Stanley sign a contract with APEX Energy for the solar array for the highway garage with updated rebates with the system.

A brief discussion occurred

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – Yes

All in favor, none opposed, motion carried.

Resolution No. 2025-88 – New Laptop for Water and Sewer

A motion was made by Councilman Forbes, seconded by Councilor Dwyer, to purchase a new laptop for water and sewer not to exceed \$1,775.00

A brief discussion occurred

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – Yes

All in favor, none opposed, motion carried.

Resolution No. 2025-89 – Prepayment for Missing Children’s Tournament Expenses

A motion was made by Councilman Forbes, seconded by Councilman Sauer, to prepay Loremans for expenses related to the Missing Children’s Tournament in the amount of \$2,457.85.

No discussion occurred

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – Yes

All in favor, none opposed, motion carried.

Resolution No. 2025-90 – Prepayment to National Center for Missing & Exploited Children

- A motion was made by Councilman Sauer, seconded by Councilor Dwyer, to prepay the National Center for Missing & Exploited Children \$2,000.00 from the Missing Children’s Tournament funds.

Discussion: This is a donation from the Missing Children’s funds that were raised, they netted almost \$14, 000 this year

Roll Call Vote:

- Councilor Dwyer – Yes

- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – Yes

All in favor, none opposed, motion carried.

Resolution No. 2025-91 – Prepayment for AVCS Scholarship Fund

A motion was made by Councilman Forbes, seconded by Councilman Sauer, to prepay AVCS for Scholarships for seniors in the amount of \$2,000 from the Missing Children’s Tournament funds.

No discussion occurred

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – Yes

All in favor, none opposed, motion carried

Resolution No. 2025-92 – Prepayment for Missing Children’s Tournament share of Curtains

A motion was made by Councilman Forbes, seconded by Councilman Sauer, to prepay \$5.000 from Missing Children’s to the Town of Jay for their share of the curtains that were purchased for the gym,

No discussion occurred

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – Yes

All in favor, none opposed, motion carried.

Resolution No. 2025-93 – Prepayment for Travel Reimbursement to Highway Superintendent Chris Sorrell for the February NYC Training

A motion was made by Councilman Sauer, seconded by Councilor Dwyer, to prepay travel reimbursement to Highway Superintendent Chris Sorrell for the amount of \$191.80.

No discussion occurred

All in favor, none opposed, motion carried.

12. BOARD COMMENTS

- **Councilman Forbes** thanked Carol and everyone else involved with the Missing Children’s Tournament it was a huge success. I stopped in on Sunday and wished I had the time to have volunteered
 - **Councilman Sauer** thanked Carol and everyone else involved in organizing the Missing Children’s Tournament that it was an impressive turn out with a record raised amount this year
 - **Councilor Dwyer** Congrats to Carol and the Missing Children’s team for a successful event for a really important cause. I also want to thank Mrs. Licari for stepping up and organizing the Humans Services Committee as it’s a very important service to some of our community members
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13. EVENTS

- AVCS is having their musical this upcoming weekend
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14. AUDIENCE COMMENTS

No additional comments.

15. NEXT MEETING

The next regular board meeting is scheduled for **April 10, 2025**, at 7:00 PM at the Community Center

16. EXECUTIVE SESSION

Resolution No. 2025-94-A motion was made by Councilman Forbes, seconded by Councilor Dwyer, to enter into executive session to discuss the following matters:

- Personnel Issue
- BAR appointments
- Settlement with Borbely

All in favor, none opposed, motion carried.

The board entered executive session at **8:49 PM**.

The board returned from executive session at **9:19pm**

No decisions were made in executive session

17. BAR

- We do need to appoint someone to the BAR committee and we do have some interested people

Resolution No. 2025-95-A motion was made by Councilman Forbes, seconded by Councilor Dwyer to authorize Supervisor Stanley to create a hiring committee to appoint someone to the BAR committee.

No discussion occurred

All in favor, none opposed, motion carried

18. Settlement with Borbely

Resolution No. 2025-96- A motion was made by Councilor Dwyer, seconded by Councilman Forbes authorizing a settlement reducing the Borbely assessment to \$450,000.

No discussions occurred

Roll Call Vote:

- Councilor Dwyer – Yes
- Councilman Sauer – Yes
- Supervisor Stanley – Yes
- Councilman Forbes – Yes

All in favor, none opposed, motion carried

19. ADJOURNMENT

A motion was made by Councilor Dwyer, seconded by Councilman Sauer, to adjourn the meeting at **9:21 PM**.

All in favor, none opposed, motion carried.

Respectfully Submitted,
Deputy Town Clerk McCabe