



TOWN OF JAY

Office of the Planning Board

Melinda Beuf
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Carol Greenley Hackel
Town Clerk
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Regular Board Meeting 6/11/2025

Meeting called to order: 6:03PM

Roll Call: Members Present – Melinda Beuf (chair), Matt Gillman, Frank Pagano, Mike Straight.
Members Absent – Wally Walters, Peter Vincent, Dustin Frederick. Others Present – Paul Mintz (Town of Jay Water/Wastewater Superintendent), Steve Forbes (Town of Jay Councilman), Ralph Schissler

Pledge of Allegiance

Approval of Minutes: Postponed to July meeting as board members were unable to review minutes prior to tonight's meeting

Education & Training Opportunities

- AARCH Training Videos - <https://www.youtube.com/@adkarch>
- NY DOS Training resources <https://dos.ny.gov/training-assistance>
- NY DOS online training <https://dos.ny.gov/local-government-training-schedule>

Correspondence/Speaker:

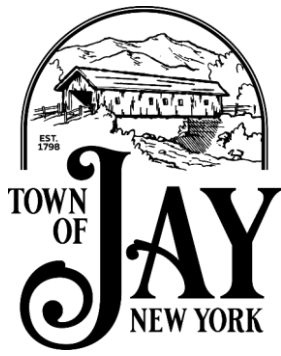
Mr. Mintz spoke on behalf of Lake Champlain – Lake George Regional Planning Board (LCLGRPG) regarding the desire to recruit a member of the Planning Board to join a committee with LCLGRPG to assist with mapping our local current and future water sources as part of a project that hopes to identify and avoid threats to our drinking water. The project can also help the Town secure funding opportunities that could assist with new infrastructure or updates to our existing system.

Mr. Gillman volunteered to join the committee on behalf of the Town of Jay Planning Board.

Applications

Mr. Schissler presented a “preview” of an application from Jack and Judi Preston looking to do a 2 lot subdivision of their property on Route 9N in Jay. The property is 2.8 acres that touches both 9N and John Fountain Road. The Preston's are looking to create lot 1 as 1.19 acres along 9N where the residence is established and lot 2 as 1.61 acres along John Fountain Road. Lot 2 would have limited access due to steep points, so there is a request for a 30' access easement along the existing driveway on Lot 1. No APA permit is required.

A discussion was held regarding the legality of the property already being listed for sale prior to the subdivision.



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Mr. Schissler requested the board set a public hearing for July. As this was not a formal introduction of the application, Ms. Beuf will check with the Town Attorney for approval. Pending approval, Mr. Gillman made a motion to hold a public hearing on July 9th, seconded by Mr. Pagano.

Discussion

- Oaths/Training/Terms/Roles update
 - Ms. Beuf will reach out to Peter Vincent and Dustin Frederick regarding their desire to remain on the board. Mr. Schissler may know someone interested in becoming a member.
- Comprehensive Plan update
 - Mr. Gillman reported that the Visioning Workshop held on 5/31 had a great turnout. The consultant should have the overview from the workshop out within the next week and the report will be available on the website – planjay.com.
 - A lengthy discussion was had on the value of the survey, demographics involved and weight of the input from tourists.
 - The Comprehensive Plan members are set up to have a table at both Jay Day and at the 4th of July grounds.
- Town newsletter response
 - Ms. Beuf inquired from the board if anyone had any input, none given. She will submit a small article on behalf of the board
- Next meeting: 07/9/2025
 - Ms. Beuf will be absent
 - Mr. Gillman volunteered to run the meeting

Meeting adjourned

- Motion to close at 7:02PM by Mr. Gillman, second by Mr. Pagano, all in favor