

Parks & Open Space Committee

Meeting Minutes

Town of Jay Community Center

Tuesday, June 3, 2025 at 7 p.m.

GoTo Meeting Link: <https://meet.goto.com/628356765>

1) General Updates

- No update on RERC grant finalists.
- At the May 8, 2025, monthly meeting of the Town Board, Councilor Olivia Dwyer requested a resolution to purchase 12 trash bins for use in Town Parks. The Town Board approved purchase of 6 trash bins to be placed at Douglas Memorial Park (2), the Village Green (2), and The Grove (2). Model purchased is the [KirbyBuilt Round Slatted 32 Gallon Receptacles with Dome Lid \(Black\)](#).
- More information on grant programs discussed at previous meetings:
 - Safe Streets and Roads for All Grant Program: transportation.gov/rural/grant-toolkit/safe-streets-and-roads-all-ss4a-grant-program
 - DEC Smart Growth Grant Program [open now](#). Deadline to apply is July 31.

2) Town Parks updates

- Paul Benway is recovered and back at work.
- Brooke Paries and Carol Greenley-Hackel have planted flowers at parks throughout town.

3) Dog Park

- Larry Hartson and Sarah Duheme attended to share their interest in organizing volunteers to establish a dog park in the town of Jay. They are members of the ADK Civics Group, which meets once a month at NewVida Preserve. Other members are also interested in a dog park.
- They would like to see a dog park in the Town of Jay where both people and dogs can socialize.
- They will continue outreach this summer with a booth at Jay Day in August to share the idea and get contact information for people interested in helping out.
- Questions to be answered:
 - Where could a dog park go in the Town of Jay?

- What are the legal requirements to establish a dog park? Are there specific permits needed? Does the Town Board need to approve?
- Is a nonprofit necessary to secure grant funding if needed?
- If the Town of Jay offered a FEMA property for a dog park, could a fence be placed on this property given FEMA restrictions?
- What town properties are available near high use, central location, visitor accessible area?
- Would a chain link fence or cedar post/wire fence be better? (Knut estimated \$15,000 for a fence.)
- How to remove waste from the dog park?
- What is the typical size of a dog park?
- What Sarah learned from Saranac Lake, where volunteers organized and created a dog park:
 - It took a team of three people two years to establish the dog park.
 - The dog park cost \$20,000 including clearing the land and putting in fencing.
 - Land use was donated by the Village of Saranac Lake.
 - The volunteers raised money through private donations and the local Rotary Club acted as a fiscal sponsor.
 - Saranac Lake confirmed they have insurance but they're not sure who it's through.
 - Their dog park has two sections, divided into dogs under 35 lbs and over 35 lbs.
- Design features discussed:
 - Norm has designed a few dog parks. He shared examples of different features to consider:
 - (1) Use plantings to contain dogs.
 - (2) Have ADA accessible gates (and a double gate for dogs coming in and out).
 - (3) Have specific entry and exit gates. Norm's designed a few!
- Other towns as examples:
 - Westport
 - Lake Placid
 - Saranac Lake
 - Plattsburgh
 - Peru
- Potential funding sources:
 - Stewart's grants
 - Casella sponsorship
- Next steps:

- Olivia to update the Town Board board
- Olivia to confirm insurance with Dan Manning
- Sarah and Larry will meet with the Rotary Club of the Au Sable Valley and learn about fiscal sponsorship for fundraising.
- Olivia will find out if there are other Town of Jay properties that are not FEMA properties that may be available for a dog park.
- Olivia will verify what “structures” are/are not allowed on FEMA properties.

4) Discussion of how to communicate maintenance requests to Parks staff

- Use [this Google Sheet](#)
- Color code line item based on priority (traffic light?)
- Add who reported so Parks can follow up.
- Suggested contacting Russ Coonradt, who has volunteered to till the Children’s Playground in the past, to see if he is able to do it again.

5) Community Vision Workshop — outcomes from May 31, 2025, event.

- Olivia, Tim, and Knut reported out and committee reviewed annotated map from workshop.
- Discussion about other recreation opportunities in Jay:
 - Sarah and others shared what they know about the about Black Brook Tract (in Town of Black Brook; often used by Jay residents), which is under DEC easement for recreation.
- Andrew will find out who the DEC forester is for the Black Brook Tract.
- Discussed what’s missing from the workshop map:
 - The Hamlin Mountain Tract of the Wilmington Wild Forest, which is located north of the Ausable Acres with a designated access point on Haselton Road.
 - Road biking — Bike ADK road cycling routes found here:
 - (1) <https://www.bikeadironacks.com/find-ride/road>
 - Fishing — Where are DEC access points in Jay, Keene, Wilmington, and Black Brook?

6) 2026 Parks & Trails Volunteer Day — discuss suggestions from Andrew Hamlin

- Andrew organized National Trails Day in for the Adirondack Mountain Club with 100 to 150 volunteers.
- How this could apply to Parks & Open Spaces:
 - Select projects/sites that give people of a wide range of abilities and interest levels the chance to participate.
 - Could offer guided hikes.

- Benefits:
 - Got people more engaged and active in the organization.
 - People discover active, like-minded people who like to do the same things as them, which builds community.
 - Opportunity to establish stronger partnerships with agencies and organizations working in the Town of Jay, which brings their knowledge and expertise directly to the Town of Jay. These partners include:
 - (1) NYS Department of Conservation
 - (2) Tahawus Trails
 - (3) Bark Eater Trails Alliance
 - Helps develop a skilled set of volunteers.
- Potential projects for 2026:
 - Community Garden
 - Henry's Trail
 - DEC sign at Jay Mountain Trailhead
 - Till Children's Playground
 - Hamlet flower boxes
- Could involve the business community through donations:
 - For materials
 - For construction
 - For catering—if there's a dinner, a business could contribute to the cost of feeding volunteers.
 - For raffle
 - Promotional fliers could feature business logos as a thank you.
- Organization:
 - Summer/fall — scout projects, throw ideas out there, gather logistics for what's needed to complete projects.
 - Fal/winter:
 - (1) Follow up with organizations to make projects a reality.
 - (2) Planning with DEC if projects are on state land.
 - (3) Develop liability forms.
 - Use Google Form for sign ups.
 - National Trails Day is June 6, 2026.
 - Earth Day is April 22, 2206
- Andrew will ask his former co-worker about cost for event.