

**Town of Jay**  
**Regular Board Meeting Minutes**

August 14, 2025 – 7:00 PM  
Community Center, Au Sable Forks, NY

**CALL TO ORDER**

Supervisor Matthew Stanley called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited.

**ROLL CALL**

- Councilor Olivia Dwyer – Present
- Councilman Stephen Forbes – Present
- Supervisor Matthew Stanley – Present
- Councilman Thomas McDonald (Deputy Supervisor) – Present
- Councilman Knut Sauer – Present
- Town Clerk Carol Greenley Hackel recorded the minutes. A quorum was present.

**OTHERS**

Wally Walters  
Michael Rafferty  
Gerald Newman  
Robin Licari  
Gerry Crowe  
Sarah Dahene  
Robert Grom

**ATTENDEES VIA GO TO MEETING**

Marta  
Nathan  
MM  
B. Campbell  
Tim Rowland  
J  
Chris Sorrell  
Rob Daniels

**APPROVAL OF AUDITED BILLS**

Supervisor Stanley presented Abstract 08-25A, including vouchers #2025-784 through #2025-891 totaling \$1,135,735.55.  
Funds were disbursed as follows:

- General: \$327,761.66
- Highway: \$34,526.87
- Water District #1: \$6,768.32
- Water District #2: \$6,372.21

- Water District #3: \$66,183.41
- Sewer Fund: \$2,733.43
- ROOST Fund: \$4,079.83
- EMS Reimbursement: \$15,719.21
- Wastewater Treatment Plant Project: \$574,454.36
- Ambulance Reserve (Quarterly): \$97,136.25

Motion by Councilman McDonald, Second by Councilman Forbes, to approve audited bills.

All in favor, none opposed.

**Resolution #2025-185: APPROVED – Payment of audited bills as presented.**

### **APPROVAL OF MINUTES**

Motion by Councilman Sauer, Second by Councilor Dwyer, to approve minutes of July 10, 2025, as presented.

All in favor, none opposed.

**Resolution #2025-186: APPROVED – July 10, 2025 minutes.**

### **AUDIENCE COMMENTS (1st Session)**

Dog Park Proposal: Residents and volunteers presented signatures and community support for a proposed dog park on Grove Road near the Grove Bridge. Discussion included liability, insurance coverage (will request input from NIMER), potential for volunteer maintenance, fundraising efforts, and comparisons to Saranac Lake and Peru dog parks. Concerns included flood-prone land, drainage, and ensuring volunteer structure with Town oversight. Volunteers committed to maintaining the park without use of Town employees. Petition with over 100 signatures was submitted into the public record. Board consensus: Parks and Open Space Committee will bring a formal resolution for future consideration.

No additional comments were offered.

### **INTRODUCTION OF GUESTS**

No guests present.

### **DEPARTMENT REPORTS**

Code Enforcement – Rodger Tompkins absent- reported by Supervisor Stanley: Multiple properties visited; skunk and garbage issue resolved at 39 Burt Lane; costs will be levied on property tax bill. Board praised enforcement efforts.

Dog Control – Trevor Karl absent- reported by Supervisor Stanley: Numerous dog seizures in countywide cases; County forming task force for dog control; grants being sought for kennel structures. Town of Jay may be host site.

Assessor – Tim Gay absent-reported by Supervisor Stanley: Informational meeting held with 18+/- residents; video posted to Town website; residents encouraged to meet directly with Assessor during weekly hours.

Highway – Chris Sorrell absent- reported by Supervisor Stanley: Salt Shed construction underway, completion by late September. New tandem truck

received; culvert replacements and paving prep ongoing. Hired Stan Landry to fill vacancy.

Motion by Councilman McDonald, Second by Councilman Sauer

**Resolution #2025-187: APPROVED – Purchase of LED lights for salt shed from NYSEG Rebate program.**

Motion by Councilman McDonald, Second by Councilman Forbes.

Request to purchase Taylor Rental trailer for \$5,400.

Roll Call Vote: Dwyer – Yes, Forbes – Yes, Stanley – Yes, McDonald – Yes, Sauer – Yes.

**Resolution #2025-188: APPROVED – Purchase of job trailer from Taylor Rental.**

Water/Wastewater – Paul Mintz: New water tap on Valley Road; July 24 power failure caused wastewater plant issues; flow meter replaced under disinfection project. Library septic tank lids to be raised before paving. Requests that Fire Dept. pool fills to be reimbursed at \$4.25/1,000 gallons. Wells stable despite drought. 20 septic tanks pumped, 2 required replacement.

## COMMITTEES

Economic Development- Supervisor Stanley

1. Will be meeting next Wednesday

Youth Commission- Supervisor Stanley

1. Softball and Baseball are over-thanks to all volunteers and coaches
2. Parks looking better every year
3. Paul Benway has been implementing a sprinkler system
4. Brooke Paries lining fields

Parks – Olivia Dwyer

1. Trash cans in parks going well
2. Thanks to Paul and Dan for getting the sprinklers up and running at the Jay Green
3. We have reached finalist status for the Technical Assistance Grant

Climate Smart – Knut Sauer

1. Planning for the Energy Fair
2. Announced winning of \$602,273.00 Energy Grant for the Community Center – no match
3. August 20<sup>th</sup> – first meeting with NYSERDA
4. Motion to authorize Supervisor Stanley to sign the grant contract upon Attorney Manning's approval made by Councilman Sauer, second by Councilor Dwyer, all in favor, duly passed

**Resolution # 2025-189-APPROVED-approval to enter into NYSERDA grant**

Human Services- Robin Licari

1. Collaborating with existing organizations to create a resource guide for transfer/recycle stations
2. Mercy Care offers transportation to medical appointments and grocery shopping for seniors in need
3. St. James has submitted application to Regional Food Bank
4. Recently took part in a mental health training for suicide

Comprehensive Plan- Wally Walters

1. Committee doing amazing things
2. Town survey closes August 15<sup>th</sup>
3. Councilor Sauer did another amazing Jay Day
4. Should be able to share survey results by next meeting
5. Town sign in Upper Jay now installed- built by Wally's wife

## SUPERVISOR'S REPORT

Supervisor Stanley was asked to join NYSAT Resolution Committee

September 13 Supervisor will be repelling off Plattsburgh building for United Way Fund Raiser

NY Class Update

1. Earned \$16,343.00 this month
2. YTD total \$122,189.18

Wastewater Facility Upgrades: Prepay invoices needed:

\*Pipeline Mechanical \$12,342.87-Motion by Councilman Sauer, second by Councilman McDonald

Roll Call Vote: Dwyer – Yes, Forbes – Yes, Stanley – Yes, McDonald – Yes, Sauer – Yes.

### **Resolution #2025-190-APPROVED- prepayment to Pipeline**

\*MCJ - \$323,332.50-Motion by Councilman Forbes, second by Councilor Dwyer

Roll Call Vote: Dwyer – Yes, Forbes – Yes, Stanley – Yes, McDonald – Yes, Sauer – Yes.

### **Resolution #2025-191-APPROVED – prepayment to MCJ**

\*Weydman - \$129,586.55-Motion by Councilman McDonald, second by Councilman Sauer

Roll Call Vote: Dwyer – Yes, Forbes – Yes, Stanley – Yes, McDonald – Yes, Sauer – Yes.

### **Resolution #2025-192-APPROVED – prepayment to Weydman**

Motion to prepay JEMS to sponsor one additional summer concert in the amount of \$500.00 made by Councilman Sauer, second Councilor Dwyer

Roll Call Vote: Dwyer – Yes, Forbes – Yes, Stanley – Yes, McDonald – Yes, Sauer – Yes.

**Resolution #2025-193-APPROVED – prepayment to JEMS**

Motion Authorizing Supervisor Stanley to sign and accept GIGP Grant for water meters in the amount of \$602,000.00 made by Councilman McDonald, second by Councilor Dwyer, all in favor, approved

**Resolution # 12025-194- APPROVED – Accept GIGP grant**

Updates:

UJ Parking Lot

1. Sign installed
2. No more site work to be completed until EV chargers are installed

Historic District

1. Christine Bush will be at October Meeting
2. Public Hearing with SHPO – October 23 at C Center

Main Street Grant

1. Enough interest found to apply –NCRD will apply for \$300k

Grove Road Bridge Bids: Four bids received-motion to accept bids made by Councilman Forbes, second by Councilman Sauer, all in favor.

**Resolution #2025-195: APPROVED – Accept Grove Road Bridge bids**

Motion to award bid to Kubricky and authorize Supervisor Stanley to sign a contract and BAN paperwork made by Councilman McDonald, second by Councilman Forbes

Roll Call Vote: Dwyer – Yes, Forbes – Yes, Stanley – Yes, McDonald – Yes, Sauer – Yes.

**Resolution #2025-196-APPROVED- Bid Award to Kubricky**

Motion to prepay H&T Engineering Invoices (ARPA Funds): Invoice #2759 (\$15,772.50) made by Councilman Sauer, second by Councilman McDonald

Roll Call Vote: Dwyer – Yes, Forbes – Yes, Stanley – Yes, McDonald – Yes, Sauer – Yes.

**Resolution #2025-197 –APPROVED - prepay H/T**

Motion to prepay H&T Engineering invoice #2811 (ARPA) (\$16,035.00) made by Councilman McDonald, second by Councilman Forbes

Roll Call Vote: Dwyer – Yes, Forbes – Yes, Stanley – Yes, McDonald – Yes, Sauer – Yes.

**Resolution #2025-198 –APPROVED – prepay H/T**

Solar Panel Update

1. NYS Sun Grant approved for \$12,500
2. Work to begin 9/8

Motion to Amend Resolution 2025-155: \$2,929.83 for Covered Bridge Bollards reallocated to Occupancy Tax from Parks made by Councilman Sauer, second by Councilman McDonald, all in favor

**Resolution #2025-199-APPROVED –amend Resolution # 2025-155**

No recommendations from Fund Balance Committee at this time- will have more after a meeting with Attorney Manning

Senior Sliding Scale Exemption Discussion held

Motion to approve sliding scale exemption as crafted by Attorney Manning to include options 1,2,3 made by Councilman Sauer, second by Councilman McDonald

Roll Call Vote: Dwyer – Yes, Forbes – Yes, Stanley – Yes, McDonald – Yes, Sauer – Yes.

**Resolution #2025 200- – APPROVED – Senior Sliding Scale Exemption.**

Motion to approve Frontier contract to replace copper with VOIP fiber made by Councilman McDonald, second by Councilor Dwyer, all in favor.

**Resolution #2025-201: APPROVED – Acceptance of Frontier VOIP contract.**

Motion made to approve Assessor Training: Overnight travel for Tim Gay, Oct. 6–9 in Lake George by Councilor Dwyer, second by Councilman Sauer, all in favor.

**Resolution #2025-202: APPROVED – Assessor travel authorization.**

CDBG Home Grant applications

1. Four submitted
2. Homes are being inspected

NCRD has won a grant for one mural to be done in Au Sable Forks- owners will need to apply for consideration

Motion to prepay the Town of Black Brook in the amount of \$1000.00 (ROOST) towards Labor Day Fireworks made by Councilman Forbes, second by Councilman McDonald

Roll Call Vote: Dwyer – Yes, Forbes – Yes, Stanley – Yes, McDonald – Yes, Sauer – Yes.

**Resolution #2025 203- – APPROVED – Labor Day Fireworks**

## EVENTS

1. August 31 -Labor Day Celebration
2. Sept 6- Energy Fair

## BOARD COMMENTS

- **Councilman Forbes** –thanks to Paul and Dan for all the hard work, great to see the road grader in the Acres
- **Councilman Tom McDonald:** kudos to Knut and Olivia on the grants
- **Councilman Knut Sauer:** Jay day was great-many thanks to the Rotary and Cody Garren for set up
- **Councilor Olivia Dwyer:** Congratulations to UJ Fire for another successful Oozeball Tournament, congrats to the Rotary Club for another successful Jay Day, thanks to the highway for the in kind work on the new salt shed, will be missing September meeting

## AUDIENCE COMMENTS (2nd Session)

Robert Grom- discussion regarding the burn ban

## NEXT MEETING

Thursday, September 11, 2025 at 7:00 PM at the Community Center.

## EXECUTIVE SESSION

Motion to leave for Executive Session at 10:02 pm made by Councilman Sauer, second by Councilor Dwyer, all in favor

**Resolution 2025-204 –APPROVED – Executive Session**

Board returned from Executive Session at 10:54 pm with no decisions made

## **ADJOURNMENT**

Motion to adjourn by Councilman McDonald, Second by Councilor Dwyer.  
Meeting adjourned at 10:55 PM.

Respectfully submitted,

Carol Greenley Hackel  
Town Clerk

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Resolution #2025-186: APPROVED – July 10, 2025 minutes.  
Resolution #2025-187: APPROVED – Purchase of LED lights for salt shed from NYSEG Rebate program.  
Resolution #2025-188: APPROVED – Purchase of job trailer from Taylor Rental.  
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Resolution #2025-192-APPROVED – prepayment to Weydman  
Resolution #2025-193-APPROVED – prepayment to JEMS  
Resolution # 12025-194- APPROVED – Accept GIGP grant  
Resolution #2025-195: APPROVED – Accept Grove Road Bridge bids  
Resolution #2025-196-APPROVED- Bid Award to Kubricky  
Resolution #2025-197 –APPROVED - prepay H/T  
Resolution #2025-198 –APPROVED – prepay H/T  
Resolution #2025-199-APPROVED –amend Resolution # 2025-155  
Resolution #2025 200- – APPROVED – Senior Sliding Scale Exemption.  
Resolution #2025-201: APPROVED – Acceptance of Frontier VOIP contract.  
Resolution #2025-202: APPROVED – Assessor travel authorization.  
Resolution #2025 203- – APPROVED – Labor Day Fireworks