

Parks & Open Space Committee
Meeting MINUTES
Town of Jay Community Center
Tuesday, August 5, 2025, at 7 p.m.

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

ATTENDANCE

Olivia Dwyer, Chair
Sarach Ducharme
Larry Hartson
Paul Mintz, Town of Jay Water/Wastewater Superintendent
Tim Rowland
Knut Sauer
Norm Ward (virtual)

- Public Lands Discussion — Fishing Access

MINUTES

- **Town Parks Update**
 - **Trash cans:** Six trash cans distributed to Town parks. Reports from Supervisor Stanley and Parks employees is that this is going well and no household trash dumping has occurred.
 - **Village Green:** Water Department got the Green's sprinkler system here back online for the first time since 2017. Paul reported they replaced eight heads, repaired five different breaks, and fixed the timer controller. Volunteer Don Morrison has also handed care and maintenance of the Green's water fountain over to the Town.
 - **Children's Playground:** New part for water table purchased. Discussed using tiller to churn up weeds at spring volunteer day.
 - **Budget Update:** Department budgets due by end of August; budget workshops in October. No major capital investments expected this year as Parks equipment is all up to date for 2026. Knut suggested exploring a capital reserve for Parks, perhaps starting with \$10,000 into this reserve annually, for eventual equipment replacements.

- **Comprehensive Plan Update**

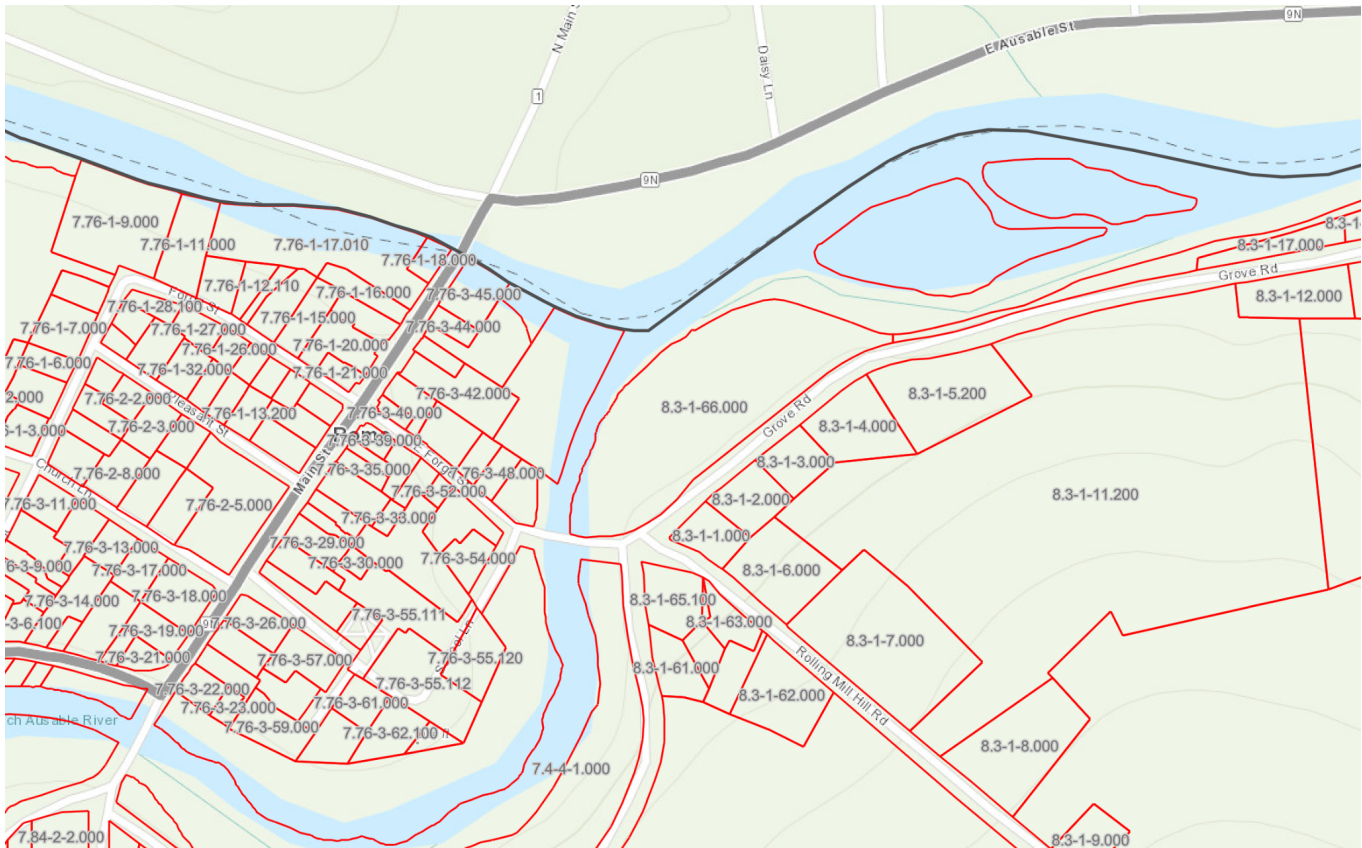
- July 4 — Comprehensive Plan Special Board (CPSB) volunteers did community outreach and distributed surveys at the Jay Fire Department's event.
- Jay Day (Aug. 9) — CPSB volunteers will be at both Jay Day and the Upper Jay Fire Department's Oozeball Tournament to do community outreach and distribute surveys.
- Community survey: <https://www.surveymonkey.com/r/RQV7NKG>

- **Recreation Economy for Rural Communities (RERC) Update**

- On July 16, 2025, the EPA Office of Community Revitalization notified Olivia that the Town of Jay has been selected as a Finalist for the RERC program. The Town of Jay will receive technical assistance to plan for an outdoor recreation economy that revitalizes Main Streets.
- Jay is one of 25 communities selected nationwide.
- Olivia is working to expand Steering Committee to 12 members. Invited Parks & Open Space Committee members to consider if they would like to be part of both committees or select one to participate in as availability and interests allow.
- Suggestions for people/interests to recruit to ensure representative RERC Steering Committee, and reach people/groups who are typically being invited to participate:
 - Adam Coolidge, Fast Pitch Softball
 - Wayne Frederick, Republican Committee
 - Stakeholders from Keene, Wilmington, Black Brook
 - Youth Commission for Jay/Black Brook
 - ROOST — Adam DeSantis
 - Hunters, anglers, snowmobiling clubs (Jamie Atkins), paddlers, foresters.
 - AVCSD — school involvement?
 - Essex County Soil & Water Conservation District
 - Fire Departments / Ambulance
 - Chesterfield Fish & Game Club
 - Ausable Freshwater Center
- There will be a **Virtual Peer Convening** at a time TBD this fall.
- **Questions:**
 - 12-month process. When does the clock start?
 - When will the Virtual Peer Convening take place?

- **Dog Park**

- Updates from Larry and Sarah on site visits to town-owned land parcels that are *not* FEMA properties; located along Grove Road.
- Preferred site is **23 Grove Road / Tax Parcel 8.3-1-66.000**, located on the southeast bank where the West Branch and East Branch meet:



Pros	Cons
-Town mows this property -Easy access to water line; two lines cut across this parcel's grassy area to the Black Brook side of the river -Established parking areas -4.4 acres offers space for option; there is a site with level ground	-Three separate parking areas—no clear designated entrance -Would need trail/access improvements to make welcoming and safe -This is a floodplain: in December 2023, the river surged to 11.66 feet, which Paul estimates to be a 5-year flood more typically seen in spring conditions.

- **Notes:**
 - The valve building on the bridge is not in use as it was used when Black Brook was on the Au Sable Forks water system (they now have their own).
- **Next Steps:**
 - Contact Christmas in the Forks committee to see what part of this property they use for fireworks display and how their use may/may not conflict with addition of a dog park. What equipment is in use at the fireworks site? Any concern about cross-contamination in the dog park?
 - Check in with Ausable Freshwater Center: ETA for project on Grove Island?
- **Other Potential Sites:**
 - **Grove Road / Tax Parcel 8.3-1-36.200:** 1.94 acres. This site is accessed by passing through the wastewater treatment area. Paul's concerns were this site is off the beaten path and hard to monitor activity/use; also a concern that curiosity about the wastewater plant could be dangerous to individuals and operations. Paul would want to check with the Department of Health about viability.
 - **196 Grove Road / Tax Parcel 8.3-1-26.000:** 13.74 acres—shared with Town wells and water plant. Concern about dog waste close to drinking water source. From Paul: At a private residence, well and septic must be 100 feet apart. For public water and waste, this is 200 feet. Could be enough space for a dog park to the right of the driveway as you are driving up to the water plant.
 - Both alternative sites are partially cleared, level areas. Paul said the second site is a stronger option.
- **Fiscal Sponsorship:**
 - Larry visited North Country SPCA a month ago; talked to Executive Director Wendy Beeman Tibbitts and she can take fiscal sponsorship to her board.
- **Dog Licenses:**
 - Discussion of a census of dogs in town to assess need for a dog park.
 - Olivia to ask Town Clerk for how many dogs are registered in town for 2025, and a five-year rolling average.
 - Discussed option to add donation for dog park when you pay fees for a dog license.