



TOWN OF JAY

Office of the Planning Board

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Carol Greenley Hackel
Town Clerk

Regular Meeting – 8/13/25

Meeting called to order 6:01pm

Roll Call: Present- Melinda Beuf (Chair), Matt Gillman (Secretary), Wally Walters, Frank Pagano.
Guests- Ralph Schissler, Steve Forbes (Town of Jay Councilman). Absent – Mike Straight.

Pledge of Allegiance

Approve minutes from July 9, 2025 meeting – motion by Mr. Gillman, second by Mr. Pagano, all in favor.
Ms. Beuf abstained due to her meeting absence.

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>
- Essex County Local Officials Presentations, Monday, September 22, 2025, 2:30 pm– 5:30 pm

Applications: Preston project

Mr. Schissler provided a brief recap of the project – minor 2 lot subdivision- 3-acre property that stretches from NYS Rt 9N to John Fountain Rd. Lot 1 to be 1.19 acres on 9N side with existing house, town water, and septic. Lot 2 to be 1.61 acres starting from John Fountain Rd side with access to town water, power pole on property and access from a driveway existing on lot 1.

Motion to approve minor subdivision by Mr. Gillman, second by Mr. Pagano, all in favor

Correspondence:

1 request for information on the Preston project

Discussion:

No updates to terms/roles/training/oaths

Comp Plan update – Jay Day table went well and was relatively well attended. Positive feedback received, a lot of inquiry about outdoor recreation. Last meeting was on 8/11. The 2nd community survey closes on 8/15. Looking to have a draft plan together by this winter.

Next meeting: September 10, 2025 @ 6pm

Motion to close meeting at 6:19 by Mr. Gillman, second by Mr. Walters, all in favor.