

TOWN OF JAY REGULAR TOWN BOARD MEETING

December 11, 2025
7:00 pm @ Community Center

ROLL CALL

Present:
Supervisor Matt Stanley
Councilman Tom McDonald
Councilman Knut Sauer
Councilman Steve Forbes
Councilor Olivia Dwyer
Town Clerk Carol Greenley Hackel
Highway Superintendent Chris Sorrell
Chief Water/Sewer Operator Paul Mintz
Attorney Dan Manning

Others:
Gerald Newman
Frank & Sue Pagano
Cody Garren
Wally Walters
Maggie Fournier-Pope
Helen Coolidge
Judi Preston
Tammy Santo
Linda & Brad D'Arco
Erica Olmstead
Heidy Davis
Dave Wiswell
Daniel McDonald
Robin Licari

Via "Go to Meeting":
J
NA
Addie Stanley
Beth Rowland
BP
Cynthia
Anne
Tim Rowland
Hi
Hi
Veronica
LT
The Community Center is for...
Imahoot
MR
Lisa
K
Lexi LaMountain
Russ
Becca Burke
UJ
MP Sauer
Guest
MA
John
B Campbell

CALL TO ORDER

The meeting was called to order at 7:00 pm by Supervisor Stanley

SALUTE TO THE FLAG

Salute to the Flag led by Supervisor Stanley

APPROVAL OF AUDITED BILLS

Motion to pay audited bills 2025/1171-2025/1258 made by Councilman McDonald, second by Councilor Dwyer, all in favor, duly passed

Resolution # 2025-274

APPROVAL OF MINUTES- Nov 13 (Public Hearing) and Nov 13, 2025

Motion to accept Minutes from Public Hearing Nov 13, 2025 made by Councilman McDonald, second by Councilman Forbes, all in favor, duly passed

Resolution # 2025-275

Motion to accept Regular Board Meeting Minutes Nov 13, 2025 made by Councilman Sauer, second by Councilman McDonald, all in favor, duly passed

Resolution # 2025-276

AUDIENCE COMMENTS

After a statement by Supervisor Stanley regarding an upcoming event scheduled to take place in the Community Center (Au Sable Theatre Drag Christmas Special), the following audience members addressed the Board:

Judi Preston
Heidy Davis (on behalf of Norman Jabut and Jason Andrews)
James Phillips
Erica Olmstead
Gene Gilbert
Maggie Fournier Pope
Linda D'Arco
Tammy Santo
Kate DeMary
Robert Grom
Helen Coolidge

GUESTS

None

DEPARTMENT HEADS

Code Enforcement- Rodger Tompkins

- No report submitted

Dog Control – Trevor Karl

- No report submitted

Assessor – presented by Supervisor Stanley

- Motion to schedule a Public Hearing January 8th at 6:45 pm to redefine the exemption guidelines as stated in Local Law #2 of 2025 (Local Law Redefining Income for Persons 65 Years of

Age or Older to Qualify for Partial Real Property Tax Exemption) made by Councilman Sauer, second by Councilor Dwyer, all in favor, duly passed
Resolution # 2025-277

Water and Sewer- Paul Mintz

- Expressed gratitude to all for teamwork
- Busy getting equipment and facilities prepared for winter
- Update- WWTF project- UV and Chemical
- Update-WWTF blower
- Chemical feed system training today
- UV system training next week
- Upcoming projects
 - Reorganizing
 - End of year paperwork
 - Cleaning

Highway Department- Chris Sorrell

- Motion to amend Policy Manual to state that highway staff will receive uniforms from Unifirst and a \$100 stipend to be used towards the purchase of boots in place of the clothing allowance stipend made by Councilman Sauer, second by Councilman McDonald, a roll call vote was held with the following results
Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes
Resolution #2025-278
- Motion to purchase forks for J15 from Taylor Rental in the total amount of \$6100 made by Councilman McDonald, second by Councilman Forbes, a roll call vote was held with the following results:
Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes
Resolution # 2025-279
- Motion to accept a newly revised listing of highway positions and hourly rates for 2026 including the addition of MEO 2, HEO 1 and HEO 2 positions made by Councilor Dwyer, second by Councilman Forbes, a roll call vote was held with the following results:
Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes
Resolution # 2025-280
- Motion to approve payment of up to \$15k for repairs and parts to get started on the repairs to a highway truck involved in an accident made by Councilman Forbes, second by Councilman Sauer, a roll call vote was held with the following results:
Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes
Resolution # 2025-281

COMMITTEES

Economic Development – Supervisor Stanley

- meeting this Wednesday
- two applications for the microenterprise grant submitted for review
- Au Sable Forks received state designation as an historic district
- ARCH will work towards national designation
- Discussion on placing banners in all three hamlets (approx. \$4995 for all three hamlets) any decisions were tabled

Youth Commission – Supervisor Stanley

- No report

Parks- Councilor Dwyer

- Last meeting was in November
- Update- dog park
- Technical Assistance Grant delayed by federal shut down
- Parks and trails clean-up day set for April 25 from 10-12
- Next meetings; December 18, January 22 (open house/organizational)

Climate Smart Task Force – Knut Sauer

- Solar panels completed at HWY – NYSEG to connect lines
- Preliminary audit done on C Center, full report by year end
- Upper Jay EV chargers to be installed the week after Christmas

Human Services – Robin Licari

- Food Bank Update
 - served 114 people to date
 - Lights and signage improved by library and AFFD
- Mercy Care of the Adirondacks who helps homebound seniors with errands, shopping and medical appointments is looking for volunteers
- Upper Jay Arts Center is continuing work on the Junior Jam

Comprehensive Plan – Wally Walters

- Making great progress
- Mass mailing went out in November
- Received the consultants first draft of the community profile on December 3rd-173 pages
- Next meeting Monday, December 15th at 6:30 pm

SUPERVISORS REPORT

- Motion to approve Supervisor Stanley to renew lease contract with Lindsey Kellet (gymnastics) for three months requiring 15% of her revenue as rent by Councilman Forbes, second by Councilman Sauer, a roll call vote was held with the following results:
Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes
Resolution # 2025-282
- Motion to approve Supervisor Stanley to enter into a lease contract with the Au Sable Theatre for the Community Center on December 28 (rent to equal 15% of revenue) made by Councilman Forbes, second by Councilman Sauer, after a short discussion, a roll call vote was held with the following results:

Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes

Resolution # 2025-283

- Motion to approve Supervisor Stanley to meet with someone interested in conducting Zumba classes at the Community Center (rent to equal 15% of revenue) made by Councilman Forbes, second by Councilman Sauer, after a short discussion, a roll call vote was held with the following results:

Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes

Councilman Forbes – yes

Resolution # 2025-284

- NY Class Update
 - Current month = \$11,351.32
 - YTD = \$173,531.30
- Financial Reports
 - Will be done by Michelle moving forward
 - Thanks to Laura at the Town of Chesterfield for training
- Motion to prepay MJ Invoice # 13 in the total amount of \$30,309.00 made by Councilman Forbes, second by Councilman Sauer, a roll call vote was held with the following results:

Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes

Resolution # 2025-285

- Motion to prepay MJ Engineering Invoice #16 in the total amount of \$8709.00 made by Councilman McDonald, second by Councilman Forbes, a roll call vote was held with the following results:

Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes

Resolution # 2025-286

- Water Meters- no update
- Upper Jay EV Charger Update- as mentioned prior by Councilman Sauer
- Historic District
- Motion to prepay ARCH from Occupancy Tax in the total amount of \$1800.00 made by Councilman Sauer, second by Councilman McDonald, a roll call vote was held with the following results:

Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes

Resolution # 2025-287

- River Road Project Update
 - Project is done
 - Will be reaching out to property owner in the spring
- NY Main Street Grant-no update
- Microenterprise Grant- covered previously
- Grove Road Project Update
 - Project complete
- Motion to prepay H&T (final) invoice #3054 in the total amount of \$2161.70 made by Councilman McDonald, second by Councilor Dwyer a roll call vote was held with the following results:

Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Resolution # 2025-288

- Motion to prepay Kubricky #2 after change order discussion, in the total amount of \$250,379.25 made by Councilman Sauer, second by Councilman McDonald, a roll call vote was held with the following results:

Councilor Dwyer – yes

Councilman Sauer – yes

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Resolution # 2025-289

- Solar Panel Update- covered previously
- Salt Shed Update
 - Funding received was {39.96} of \$600k grant
- Motion after discussion, to accept bid from MJ in the total amount of \$4900.00 for the engineered site plan required by the APA made by Councilman Sauer, second by Councilor Dwyer, a roll call vote was held with the following results:

Councilor Dwyer – yes

Councilman Sauer – yes

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Resolution # 2025-290

- Food Scrap Project- covered previously
- Community Center Energy Audit- covered previously
- CDBG Housing Rehabilitation Grant
- Motion to distribute funds to North Country Regional Development as deposited into our capital account at Community Bank made by Councilman Forbes, second by Councilor Dwyer, a roll call vote was held with the following results:

Councilor Dwyer – yes

Councilman Sauer – yes

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Resolution # 2025-291

- Motion after discussion to purchase a T300 walk behind floor scrubber from Hill and Markes under state contract without the lithium battery upgrade in the total amount of \$9935.10 made by councilman Forbes, second by Councilman McDonald, a roll call vote was held with the following results:

Councilor Dwyer – yes

Councilman Sauer – yes

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Resolution # 2025-292

- Motion to prepay ACV Realtors annual dues for Assessor in the total amount of \$654.00 made by Councilman Forbes, second by Councilman McDonald, a roll call vote was held with the following results:

Councilor Dwyer – yes

Councilman Sauer – yes

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Resolution # 2025-293

- Motion to prepay NYS Retirement for 2026 in the total amount of \$132,761.00 made by Councilman McDonald, second by Councilor Dwyer, a roll call vote was held with the following results:

Councilor Dwyer – yes

Councilman Sauer – yes

Supervisor Stanley – yes

Councilman McDonald – yes

Councilman Forbes – yes

Resolution # 2025-294

- Motion to prepay Voyent Alert for 2026 in the total amount of \$2800.00 made by Councilman Sauer, second by Councilor Dwyer, a roll call vote was held with the following results:
Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes
Resolution # 2025-295
- Motion to prepay Surpass Chemical invoice #400554 in the total amount of \$1714.11 made by Councilman Forbes, second by Councilman McDonald, a roll call vote was held with the following results:
Councilor Dwyer – yes
Councilman Sauer – yes
Supervisor Stanley – yes
Councilman McDonald – yes
Councilman Forbes – yes
Resolution # 2025-296
- Motion for yearend budget adjustments (see attached formal resolution) made by Councilor Dwyer, second by Councilman McDonald, all in favor, duly passed
Resolution # 2025-297
- Discussion on Upper Jay Arts Center was held

EVENTS

December 18th – Knights of Columbus Blood Drive

December 28th – Christmas Drag Show

BOARD COMMENTS

Councilman Forbes

- NYS Troop B headquarters may be moving back to Wilmington
- Pursue possible purchase of land (Johansons sandpit)? MS-yes
- Thank you to all employees and Happy Holidays to all

Councilman McDonald

- Congratulations to Helen Wirt and the Christmas in the Forks Committee for another great event
- Congratulations to Kevin Zaumetzer for a great parade-46 entries
- Thank you to Carol Greenley and helpers for the Community Center decorations

Councilman Sauer

- Thank you to the Town of Jay employees
- Thanks to the community for all their engagement and involvement
- Thanks to the Board for making the job exciting and enjoyable

Councilor Dwyer

- Congratulations to the Christmas in the Forks Committee
- Thanks to the Town of Jay employees for their great work
- Thanks to all the community volunteers
- Thanks to the Board –enjoy working and learning from you all

AUDIENCE COMMENTS

Robin Licari – Food Pantry Update

Heidy Davis- addressed the Board on community events, road maintenance, Mercy Care

ANNOUNCE NEXT MEETING

Organizational Meeting -January 8th, 2026- 7:00 pm at the Community Center

MOTION TO ADJOURN

Made by Councilman McDonald, second by Councilman Forbes, adjourned- 9:41 pm

Carol Greenley Hackel
Town of Jay Town Clerk