

Town of Jay Resolutions

Please see attached listing of the regular monthly meetings of the Jay Town Board for 2026. Notice of such meetings will be published in the Town's Official Newspaper and printed in our Town Newsletter.

Adopted:

Resolution #2026-5-A

The **Press Republican** is designated as the Official newspaper of the Town of Jay for calendar year 2026.

Adopted:

Resolution #2026-5-B

The **Community Bank** is designated as the Official bank of the Town of Jay for calendar year 2026.

Adopted:

Resolution #2026-5-C

The proceedings of the Jay Town Board shall be conducted according to "**ROBERT'S RULES OF ORDER.**"

Adopted:

Resolution #2026-5-D

The Jay Town Board shall adopt the Towns "**Procurement Policy.**"

Adopted:

Resolution #2026-5-E

All fees collected for Birth and Death Certificates by the local Registrar shall be turned over to the Town on a monthly basis.

Adopted:

Resolution #2026-5-F

All Town officials shall be reimbursed mileage at the rate of .72.5 cents per mile and necessary expenses incurred in performing the duties of their office, according to 2026 IRS Rates.

Adopted:

Resolution # 2020-5-G

The Supervisor shall submit to the Town Clerk, within sixty (60) days after the close of the fiscal year, a copy of the Annual Financial Report (AFR) to the State Comptroller required by Section 30 of the General Municipal Law. Upon receipt, the Town Clerk shall publish, in the official Town newspaper, a notice that a copy of such report is on file in the Town Clerk's Office and is available for public inspection and copying.

Adopted:

Resolution # 2020-5-H

The Deputy Supervisor is authorized to sign all checks for the Town during the absence or inability of the Supervisor. The Deputy Town Clerk is authorized to sign checks on behalf of the Town Clerk.

Adopted:

Resolution # 2020-5-I

There shall be a charge of \$35.00 for any check returned to the Town or any officer or employee for insufficient funds.

Adopted:

Resolution # 2020-5-J

The Supervisor is authorized to enter into contracts on behalf of the Town Board, for calendar year 2026 as presented in 2026 Budget Adoption:

SERVICE PROVIDER	CONTRACT AMOUNT
North Country Rural Development	\$ 4000.00
APA Review Board	\$ 300.00
Au Sable Forks Ambulance	\$ 452,855.00
Au Sable Forks Fire Department	\$ 300,735.17
Au Sable Forks Library	\$ 10,000.00
BTI Treatment	\$ 19,900.00
Dave Bushey – Jay Meter Pit	\$ 300.00
Jefferson/Lewis BOCES Drug and Alcohol	\$ 600.00
Jay Community News	\$ 1000.00
Jay Entertainment & Music Society	\$ 7,500.00
Jay Fire Department	\$ 246,400.00
North Country SPCA	\$ 3500.00 (not to exceed)
Red Cross	\$ 500.00
Senior Citizens Organization	\$ 1,550.00
United Way	\$ 500.00
Upper Jay Fire Department	\$ 117,381.00
Wells Memorial Library	\$ 10,000.00

Adopted:

Resolution # 2026-5-K

The Supervisor is authorized to except payment for the following Community Center rental agreements.

SERVICE PROVIDER	ROOM DETAILS	UTILITIES	REVENUE AMOUNT
Room #'s 201, 202, 207	2 nd Floor-Carpet	Heat/Electricity	\$ 500.00 Monthly
Room # 206	2 nd Floor-Wood Flooring	Heat/Electricity	\$ 750.00 Monthly
Seniors ACAP	1 st Floor-Wood Flooring	Heat/Electricity	\$ 300.00 Monthly

Adopted:

Resolution # 2026-5-L

The Supervisor is authorized to enter into a contract with the Essex County Department of Public Works for calendar year 2026 on behalf of Town Highway subject to the approval of the Essex County Superintendent of Public Works.

Adopted:

Resolution # 2026-5-M

The annual membership dues for the Association of Towns for calendar year 2026 in the amount of \$1,100 shall be paid by the Supervisor.

Adopted:

Resolution #2026-5-N

Appoint Supervisor Matthew Stanley as voting delegate and Councilman Steve Forbes as alternate voting delegate for the Association of Towns and Villages and Adirondack Association of Towns and Villages for 2026.

Adopted:

Resolution #2026-5-O

Appoints Rodger Tompkins as the Town of Jay Code Officer for 2026

Adopted:

Resolution #2026-5-P

Petty Cash funds for various Town Officials are authorized as follows:

OFFICIAL	FUND AMOUNT
Supervisor	\$100.00
Justices	\$100.00
Tax Collector	\$ 30.00
Town Clerk	\$100.00
Codes Officer	\$100.00

Adopted:

Resolution #2026-5-Q

The Town Clerk or Deputy Town Clerk is authorized and directed to open all competitive bids for public works and purchase contracts, record the same and report them to the Town Board.

Adopted:

Resolution #2020-5-R

For the purpose of fixed assets, a dollar value of more than \$500 per item requires listing in the Fixed Assets of the Town General Ledger accounting system.

Adopted:

Resolution #2020-5-S

The Town Board hereby authorizes Supervisor Matt Stanley to enter into a contract with Unifirst for Uniform rental for each Highway Department employee plus an additional \$100 per employee for a boot allowance per the Town of Jay Clothing Allowance Policy

Adopted:

Resolution #2020-5-T

The Town will offer a Longevity Payment to all eligible employees in increments based on years of service at a rate to be stated in the Town of Jay Employee Handbook and will be made payable annually in December.

Adopted:

Resolution #2020-5-U

The Town will pay 90% of the premium and 100% of the deductibles for individual or family medical, and dental coverage to all full time employees hired prior to 2014.

Adopted:

Resolution #2020-5-V

The Town will pay 75% of the premium and 100% of the deductibles for individual or family medical, and dental coverage to all full time employees hired after 2014.

Adopted:

Resolution #2020-5-W

The Town will offer a cash buy out in lieu of medical benefits for any full time employee who is eligible for medical, and dental coverage who can provide documentation of current medical coverage, in the amount of \$4000 payable in two payments of \$2000 in June and December.

Adopted:

Resolution #2020-5-X

The Town will pay 100% of a \$25,000 Life Insurance Policy for all full time employees.

Adopted:

Resolution #2020-5-Y

All utility bills, insurance, postal and freight charges may be paid by the Supervisor prior to the Town Board audit and approval.

Adopted:

Resolution #2020-5-Z

Motion to approve 2026 Town of Jay Appointments made by Councilman McDonald,

Second by Councilor Dwyer

All in favor yes

Duly passed

Resolution # 2026-5-A-Z

Tamber McCabe Deputy Town Clerk
Town Clerk Carol Greenley Hackel

Deputy Town Clerk Tamber McCabe